

BOARD OF SUPERVISORS

Brown County



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PLAN, DEV. & TRANS. COMMITTEE
Bernie Erickson, Chair; Dave Kaster, Vice Chair
Norbert Dantinne, Steve Deslauriers, Alex Tran

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

**Monday, August 26, 2019
Approx. 6:15 PM (Or to follow Land Con)
Duck Creek Center - Public Works Dept.
2198 Glendale Avenue – Village of Howard**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of July 22, 2019 and Special August 21, 2019.

Comments from the Public

Referral from Land Conservation Subcommittee

1. Consideration and possible action regarding request from Land Conservation Subcommittee to approve Proposed Changes to Chapter 26 Animal Waste Management Ordinance and to direct Corporation Counsel to Prepare Ordinance Amendment and bring back for final approval.

Consent Agenda

2. Harbor Commission Minutes (June 10, 2019).
3. Planning Commission Minutes (June 5, 2019).
4. Solid Waste Board Minutes (May 20, 2019).
5. Airport – Budget Status Financial Report for June 2019 – Unaudited.
6. Planning – Budget Status Financial Report for June 2019 – Unaudited.
7. Property Listing – Budget Status Financial Report for June 2019 – Unaudited.
8. Zoning – Budget Status Financial Report for June 2019 – Unaudited.
9. Port – Budget Status Financial Report for June 2019 – Unaudited.
10. Resource Recovery - Budget Status Financial Report for June 2019 – Unaudited.
11. UW-Extension – Budget Status Financial Report for June 2019 – Unaudited.

Communications

12. Communication from Supervisors Tran and Borchardt re: For the County to do an energy audit on all county-owned buildings. *Held for one month.*
13. Request to and Response from Town of Wrightstown regarding Digester Communication from Supervisors Deslauriers and Van Dyck. *Referred back from July meeting.*

14. Communication from Supervisor Deslauriers: That Highway Commission Paul Fontecchio deliver a report to, and answer questions from, the County Board at its October meeting. The report to include the following:

*Where else in Wisconsin have transverse rumble strips been recently installed in a systematic, widespread manner in extremely close proximity to rural homes as they have been, and continue to be, installed throughout rural Brown County?

*Since the Commissioner's stated purpose of the installation of the transverse rumble strips is to prevent distracted drivers from running stop signs, present any studies that prove that transverse rumble strips reduce accidents and fatalities caused specifically by distracted or impaired drivers (the cause of most intersection fatalities in rural Brown County)?

*What low cost countermeasures were passed over in favor of installation of transverse rumble strips near homes?

*Do Highway Commissioners typically react to a traffic accident by planning and promoting a solution months prior to the cause of that accident being known? *Referred from August County Board.*

Port & Resource Recovery

15. Director's Report.

Planning and Land Services

Planning Commission

16. Brown County STEM Innovation Center Construction Update and Field Order Reports for Project.

Zoning

17. Private Onsite Wastewater Treatment System (POWTS) property owners not currently on 3-year maintenance program update.

Area Extension

18. Budget Adjustment Request (19-069): Any increase in expenses with an offsetting increase in revenue.
19. Resolution Regarding Table of Organization Change for UW Extension – Add Hours for LTE After School Instructors.
20. Director's Report.

Airport

21. 12+ Hour Shift Report.
22. Open Position Report.
23. Award RFB #2336 to Northeast Asphalt Inc.
24. Director's Report
 - a. Construction Projects:
 - i. Exit Lane Breach Control (ELBC).
 - ii. East Ramp Expansion to the West.

Public Works

25. Recommendation and Approval for the Resch Center LED Upgrade Project Base Bid plus Alternate 1 and #2 – Project #2329 for a total of \$579,445.
26. Courthouse Security Report.
27. Summary of Operations Report.
28. Director's Report.

Other

29. Acknowledging the bills.
30. Such other matters as authorized by law.
31. Adjourn.

Bernie Erickson, Chair

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, July 22, 2019 at the Duck Creek Center – Public Works Department, 2198 Glendale Avenue, Green Bay, WI

Present: Chair Bernie Erickson, Supervisor Tran, Supervisor Deslauriers, Supervisor Dantine, Supervisor Kaster
Also Present: Supervisor Van Dyck; Public Works Director Paul Fontecchio, Port & Resource Recovery Operations Mngr. Chad Doverspike, Airport Director Marty Piette, Area Extension Director Judy Knudsen, Director of Administration Chad Weininger, and other interested parties

I. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 6:26 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of June 24, 2019.

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public – None.

Communications

1. **Communication from Supervisors Tran and Borchardt re: For the County to do an energy audit on all county-owned buildings. *Referred from June County Board. Held for a month per June 3rd PD&T meeting.***

Tran informed Supervisor Borchardt was unable to make it. The next step in the energy audit they'd like to see would be the insulation of all county buildings.

Public Works Director Paul Fontecchio brought with him a 2009 energy audit of the Sophie Beaumont Building, the Courthouse, Law Enforcement Center and Work Release Center. He informed energy audits typically had three different levels. Phase-1 was a walkthrough. This audit was closer to a Phase-2, it looked at how much energy was consumed by gas and electric and broke it down with certain components, different things they could look at quickly. Phase-3 was much more in depth. He highlighted a number of different things including building controls. He noted there were a lot of building controls as part of the sales tax projects, which were built into the CIP. The big thing he saw in this audit was lighting. Back then they upgraded the florescence bulbs into more energy efficient bulbs, similar to what they were doing with the LEDs. Other items like the roof and water heater were highlighted with their paybacks listed but ultimately repairs weren't done until needed. He noted future replacements will be much more energy efficient at this point.

As for insulation, Fontecchio stated it was one of the things they could study however they didn't have the staff or time right now but he could put it out for an RFP if that was the will of the County Board. He was told today by Facility Manager Jon Morehouse and Engineer Doug Marsh that typically you don't do insulation upgrades unless you're cracking into the walls of a facility, which made sense.

Tran questioned his recommendation as far as what else they needed to do besides lighting to save taxpayers

money, especially with energy, things they could control. Fontecchio responded, the discussions they had internally, the LED lighting upgrade was a big one and they were working on it right now. After that, the best would be to do as they go, assess things as they fail and upgrade to be more energy efficient. Again, doing a study was great, it was always good to have data but if they don't have the money to implement, where were they? That was the big challenge he saw for the County Board, was coming up with money to implement it.

Motion made by Supervisor Tran, seconded by Supervisor Deslauriers to delay until next month to have Facility Manager Jon Morehouse and Engineer Doug Marsh present. Vote taken. MOTION CARRIED UNANIMOUSLY

*****Updated*****

2. **Communication from Supervisors Deslauriers and Van Dyck re: That Brown County hire a waste water expert in the field of anaerobically digested dairy manure, selected at the discretion of the County Board and paid for by BC Organics, to determine the following:**
 - *If the waste water discharge permit the developer is seeking would allow more phosphorus to be released in to the East River watershed.**
 - *If the discharge and emissions from the digester would be detrimental to the environment or potentially harmful to Brown County residents.**
 - * If the waste water treatment methodology being proposed by BC Organics is first time this technology has been installed and continuously operated at a manure digester that discharges treated waste water as clean water.**
 - * If the waste water treatment methodology has not been proven viable on this scale for an anaerobic dairy manure digester.****If any of these conditions are found to be true by the hired expert, that Brown County, to the extent is has the ability to do so, deny any land lease, deny any easement, and withdraw any support for BC Organics to construct or operate the proposed industrial manure digester in District 20.**

Deslauriers informed the reason for this was the county was considering a land lease in the Town of Holland and even though the Town of Holland denied the conditional use permit a lawsuit was started with the town from the digester company BC Organics. So it may end up back at Holland located county owned land or it may move to the Town of Wrightstown on Farmer owned land. The challenge had been getting good information from the developer, making sure that his plans were viable. The reason it was so critically important, this digester was four times larger than any other digester currently in Wisconsin and would be the largest renewable natural gas producing digester in the country. The scale of this thing was head and shoulders above anything Brown County had seen. He felt it was prudent if the county was either considering land lease to them or allowing easements for pipelines or continued to support the project in any way through cooperation that they go through the due diligence and find out really what the facts of the water treatment methodology that the digester company was proposing.

Supervisor Van Dyck informed that he added his name to the communication because it affected a portion of the district he represented. The key for him was it talked about industrial waste treatment and it was something they had to keep attuned to as it was a significant operation being proposed. Not saying it wasn't good or bad but obviously it was something that they did not have today and was significantly larger than anything that existed in the state at the moment. Both this committee and the County Board spent hours talking about a mine in the Upper Peninsula in Michigan and its potential impact from runoff into the river which would eventually get to the Bay. So if that particular subject matter, which was extremely far removed from Brown County, deserved to get hours of attention, he felt that something in the southern portion of this county that potentially was going to dump 1,000s of gallons of water into the East River and/or the Fox River deserved to get some attention as well and they understood what the implications of that were to the rest of the residents of Brown County. They all knew that NEW Water spent millions of dollars putting in equipment to try to reduce the amount of phosphorus in the river, the minuscule amount of phosphorus that's generated by the human waste stream, and so they were spending hundreds of millions of dollars to take care of that but yet this had a potential of dumping significantly more phosphorus into the river than they will ever produce. There were people present that knew far more than he did, he wasn't talking in support or against it, he felt they needed to have a better understanding before they simply pull the trigger and say let's go with this thing.

Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to open the floor to allow the interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Ann Shibler - 6994 Bunker Hill Rd, Greenleaf, WI

Shibler informed that the proposed digester was extremely close to her home. She had attended a lot of meetings in the town. So far she had seen a lot of promises not a lot of science so she'd ask if they can get an independent engineer to check this out. She was interested in air quality, water quality and land use. What was the phosphorus discharge going to be? What gasses were coming out of there for all of them who literally live under the shadow of this thing? Does the Fox River Valley and the ledge come into this at all? Will the gasses come down and cross the floor of the valley? They didn't have answers to any of this. She lived next to a CAFO and she already knew that they needed to do something about the manure but she wanted to make sure that this digester was the right way to go and that they don't suffer further from the effects of the CAFOs.

Matt Giese - 5338 STH 57, Town of Rockland, WI

Giese lived on the East River, a 1995 graduate of UWGB in Environmental Science and the owner of Midwest Chemical Equipment. His company did wastewater treatment on farms and on wastewater treatment plant, food plants in 9 different states. They had customers that had anaerobic digesters, aerobic digesters. He had been doing wastewater treatment chemistries and cleaning water for the last 20 years. He had been following what's happening in the farm market for a long time, his company actually started because of doing wastewater treatment on farms and phosphorus removal. To date he had not seen a technology that had been proven to work, there had been a lot of people that have tried with different technologies. Every time he heard of a place that's direct discharging their water to the environment he always goes and checks it out and he checked out a lot of them. Or they say they are going to clean the water well enough that it can be discharged and he had not seen that. The magnitude of this digester was going to be equivalent to about 450,000-500,000 people, 25,000 animal units were going to be going into this digester. He wasn't opposed to the digester, he thinks digesters were a wonderful thing, they produce gas which could be converted to energy or put into the pipeline. The problem he had was they don't have or he did not believe they had the technology where they can clean the water up well enough to be direct discharged. They talk about discharging between 600,000 and 800,000 gallons a day into the East River. Their proposal from last December included a 4-step process which they changed three times since he began questioning them. To him, he talked to experts that had been trying to work on this and they believe it doesn't exist either. He wanted it to exist and he didn't like to see anybody fail but this was going to be a massive digester. Dairy manure was also very different than human water. Dairy manure had a lot more estrogen in it and there had been studies coming out and there were enough published papers talking about estrogen in the water. Estrogen was the hormonal stuff that was affecting the environment. His request to the board was that they find a wastewater expert who dealt with anaerobically digested cow manure and who can come up and say that this technology will work for that and sign off on it.

Linda Clemenson, 2040 Sieker Ln, Greenleaf - Town of Wrightstown, WI

Clemenson live there for 26 years, they had a tree farm and for 7-years previously, a dairy veterinarian in the area so she was very much into the Ag. The one site in the Town of Wrightstown was one mile the way the crow flies from the center of Greenleaf, the community of Greenleaf and also maybe a couple miles from Wrightstown and a lot of people in the county live in the southern part and it was big, this was huge. She questioned, it was on land conservation, was it really farming or was it industry? What were the consequences? Will they regret it in 5, 10, 20 years? She had been to the Plan Commission meetings and used to be on the commission and the town board meetings and it was going very fast without, in her opinion, thorough research about future consequences, not just what they say they are going to do today. She was here because she was concerned that they were going forward so fast that they were not looking into water and air and traffic so if the county could provide for its residents a better examination of what they were dealing with before their town approved a huge digester, biggest RNG in the country, she would be very appreciative. She lived two miles away but she was here as a concerned Brown County and Town of Wrightstown resident who was in science herself and believed things needed to be researched thoroughly and slowly before they make the decision.

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Deslauriers informed this project could go one of three ways, they could win the lawsuit and it end up back in the Town of Holland on county owned land making the county very much a partner and a responsible party. If the Town

of Wrightstown approves the CUP it will end up in the Town of Wrightstown and the county will be asked to provide easements for the pipelines. If it's found that this is not a beneficial or potentially dangerous project, he would like to see Brown County deny it. Or it could be denied by the Town of Wrightstown and Town of Holland and end up in court for who knows how long but it was a flip of a coin whether or not the developer would prevail. He felt there was a fairly good change that this will end up somewhere in Brown County in District 20, but this was just, in his consideration, due diligence. The county had a big impact no matter where it ended up. He was for digesters when they were at the appropriate scale, using the appropriate proven technology. He didn't know if this one did or not. He was not a water treatment expert skilled in anaerobically digested dairy manure. He felt, rewritten, was a prudent measure to go forward with. The three names he listed were a recommendation, a starting point or a resource to be used, as it was a very specialized area of expertise. The county could choose one or anyone they wanted.

Kaster would agree with the speakers and with Supervisor Deslauriers. The county, the state and federal governments spent massive amounts of money to clean up the water. It would be foolish if they did something to screw that up. He had been to enough meetings that went on about the fishing and farming industry and everything in the area counts on the water and it would be their responsibility to do their due-diligence on this.

Dantinne would agree with the speakers as well, they had a huge problem with Glenmore the last few years with groundwater. He would hate to stop something that would clean it up but he would like to see the due diligence to make sure it was done properly. If it didn't work, it didn't work and should be put in. He toured a big farm with their own digester and it worked great for them but did it work on a big scale, he didn't know that and they should make sure it worked before they did anything about it.

Erickson agreed, they had to make sure it's done properly, no question about it. They can't be polluting the waters. He was a big fanatic on the Bay of Green Bay and Fox River and he didn't want to see it polluted. Some of the wording, he didn't know where the legalities fell and called on Corporation Counsel for his expertise.

Corporation Counsel David Hemery stated the one part that he believed may cause some liability was having BC Organics pay for it. The county had never done that before with an easement. It would be right on the heels of a lawsuit that hadn't been determined, being filed against the Town of Holland for preventing that easement and it was his opinion that Brown County could end up being sued alleging that they were not acting in good faith and acting in concert with the Town of Holland, and trying to shut it down. Where would they draw a line on what they would require them to pay for an expert? At some point the committee would carry out the functions of what was now in the Town of Wrightstown's court. They assess the petition and if the Town of Wrightstown felt substantial evidence showed a certain condition had to be set, then they can set that. The county was somewhat doing an end around over what was really the Town of Wrightstown's functions statutorily.

Hemery was not saying they should stand by with their concerns raised and let a digester go ahead in the county but he would have great concerns if they basically set a condition to have BC Organics pay for one of our experts to answer the county's questions. He felt they might be buying a lawsuit. His recommendation was if the committee wanted to go forward, retain an expert to address or to opine on this but noted it would come with a cost.

Dantinne interjected that it was a permit and questioned if they had the authority to go over the Town of Wrightstown and force a permit for someone asking for a conditional use permit. All townships in Brown County had their own zoning. He questioned if they could ask Wrightstown to look into the questions. Hemery stated that was his concerns drawing into it. With the recent law change, state legislatures made it very clear that if a parcel was zoned for a particular use, that use was allowed. You could put conditions on it but you couldn't outright deny it. That's what the direction our legislature gave to the municipalities that were in charge of determining what the conditions should be. It was a varying law and he thought they were in some undeveloped area here but his legal concerns arose at that. Personally he did not know this was 4 times larger than any other in the state or that it was the largest in the country. If there truly aren't others in existence, they could indicate that it may be hard for an expert to make these determinations but it also indicated they could probably use all the information they could get with potentially having something like that in the county.

Kaster stated BC Organics was making claims, it would behoove the county to check into those claims. He questioned if it would be bad to split the expert with them? Hemery reiterated that it was something the county never did before and given the timing of it, he was concerned this wouldn't be seen as coincidental that the first time in Brown

County's history, they were going to require someone applying for the easement to run along county property to hire an expert. Heightening his concerns was the recent law change and what legislatures made clear to municipalities, that if it's an allowed use per zoning, you must allow them to operate with reasonable conditions based on substantial evidence. This was his opinion from the seminar he went to on this. There was a full process for this in place that put the burden on the Town of Wrightstown, i.e. take the petition, analyze it, research it, get your substantial evidence together and determine do any conditions need to be made, should a bond be posted, etc. Kaster felt they must have to prove something, basing it on a model somewhere or some findings. Kaster stated concerns with BC Organics hiring their own expert and he understood supervisors concerns on where do they start?

Deslauriers stated having BC Organics pay for it was more of a right thing to do, he didn't think it would actually get through. If the county chose that that be the hurdle they could use General funds. He would suspect for sure under \$20,000 would get them the answers to those very basic questions. He structured the questions to be very clear to answer yes or no or to flush them out. They were not some open ended big ambiguous thing and that's why he worded it the way he did. He tried to narrow it down so they had basic information about the water treatment side of the facility, not the digester side of it. Matt Giese agreed stating they will talk to a few experts and they will say they don't know where it's being done and they tried them in various locations all over the place and to date he hadn't seen anyone doing direct discharge. There were two permits out there, one in Sheboygan Falls and one is on the other side of the state but what he understood was that neither one of them had discharged.

Further discussions ensued with regard who would have the responsibility to talk to Wrightstown about this first. Hemery responded that he could send an email.

Motion made by Supervisor Erickson, seconded by Supervisor Tran to direct Corporation Counsel to contact Town of Wrightstown to review questions and bring back in 30 days. *Withdrawn*

Deslauriers stated the purpose of this communication was the towns had local zoning, they don't have countywide zoning and it was not to short circuit their decision but to ask them to do this on their own. The Town of Wrightstown will do what they do just like the Town of Holland did. This was concerning two discretionary decisions of the county outside of anything that the Town of Wrightstown or Town of Holland did. The decision of whether or not to lease the land in Holland if the developer were to prevail in the lawsuit or to grant the easements that would make the development more profitable perhaps unless impactful of granting pipelines for manure and water to go to and from the close three farms. This communication was written to hold the county accountable for the decisions they make. He had been in this for a year and a half so he perhaps know more than a layman but was not an expert either. This was a very complex thing but the way he worded the questions were very nonobjective but if any of them are true, the county should really take a look at whether or not they should be supportive in any way of this project. Holland had the smallest tax base in Brown County and they blew over \$100,000 now in the consideration of that CUP and now the lawsuit. Part of it was hiring an engineer, a lawyer's assistant and a consultant and for the town, that was a huge hit, a raise taxes hit. To ask the Town of Wrightstown to do something similar and put this all on them for decisions the county was solely responsible for, he didn't think was right. He had no problem with engaging with the Town of Wrightstown but this was a separate action. This was looking at the county's decisions and whether they should be actively participating in it through a land lease or easement. Engaging with the town was a separate action outside of this action. As for the expert, he wanted to give whoever would get ultimate authority for this a starting point. He was not suggesting any one of the three was the ideal candidate. Someone who was making the decision may find someone completely someone else but the questions he asked should be able to be answered objectively no matter who was hired. He tried to remove a lot of the bias in those questions and were pretty concrete and a starting point.

Dantinne informed he was the Chairman of Hollandtown for 30 years and at no time have they ever had to run to anyone for help, they took care of their own. They didn't want to because they had town zoning for a reason. He had a problem with them going to Wrightstown asking for them to answer questions for Brown County to guide their lawsuit or decision. He had no problem with Brown County making sure the water that comes out of it was fine and doing their due diligence to keep the Bay and East River clean as that was the big concern as a county to protect the taxpayers. He had a hard time superseding town zoning. He understood it was good information but what do they do with the information, they had no jurisdiction to go after anyone. As Chairman of Land Conservation, every two months he got something from the DNR that so-and-so's discharge permit was being reviewed. Didn't the DNR do this already? Mushinski informed that large farms under this system they do. This system would be under permit too.

What that entailed, they didn't know. Deslauriers informed they had the DNR come out to the Town of Holland as part of this 8-month process of determining whether they were going to approve the CUP. One of the questions he had since it was farmland preservation exclusive Ag property whether it be in Holland or Wrightstown, they had as a town almost no control over noise, lights, odor, and the normal things you would be able to control in an industrial zone. He tried real hard to find the absolute worst operator in Wisconsin when it came to manure digesters and the one he found was a plant that has had multiple 200,000+ gallon spills of manure, they violated their air permit and withheld the payment in lieu of taxes to the township. He asked the DNR, in light of all of this, was the plant still operating, what had been the ramifications of all these violations, including their discharge violations and with this being the worst case scenario what's the enforcement? They couldn't answer him but they got back to him and over the course of years, all of the violations were a sum total of \$80,000 in fines and a lot of letter writing and this plant continued to operate. What concerned him the most was the general manager of that plant from 2004-2011 according to his LinkedIn page was the head engineer on this project. It was reason for his concern when talking about technology at the scale they were talking about for water treatment that had never been done. That's why he thought it was on the county for the discretionary decisions it has for the easement and the land lease, no matter what happened with the towns. They, as a county, had to be eyes wide open making sure they were supporting a project that was in the best interest of Brown County and its residence. While the DNR had the enforcement capability had been historically impotent in its execution of its regulation and the big reason they had to do their own homework was his point.

Van Dyck would agree with the sentiment that the town had to do the heavy lifting and they were in a better position to regulate it. However he would disagree in a couple of cases stating if Green Bay Packaging wanted to build a new paper mill they had to get all kinds of permits that they were paying for. If the company he worked for wanted to build an apartment complex they had a minimum, by the requirement of the bank, to go out and pay for a Phase 1 Environmental. He didn't see the issue of requiring someone to pay for something. Maybe there was something within state statute under farming that concluded that, but in an industrial, business setting, companies were paying to get permits all the time. Erickson interjected that they were paying for the purpose of hiring people. The way they were wording this was that Brown County would hire someone and the company would pay for it. Van Dyck stated they could reword it and use whatever authority they had in their possession to make sure this was handled properly. He felt in this particular environment, he would assume there was a group of companies that did this for a living and you would hope they would look at it in an unbiased manner. He furthered that he got the land lease portion of it but had a little bit of an issue with the easement piece. By stating they don't require this to be done for any other easement, could someone point out an easement for transporting manure across county property at a particular time? The County Conservationist couldn't recall so Van Dyck didn't understand how they were setting a precedent here. To him they were making up the rules as they went because they never experienced this situation before. If a pipe was going down the highway and it popped a hole and dumped millions of gallons of manure on the road, he didn't care what insurance policy they had, it wasn't going to be big enough and the county would be paying for the cleanup. Again, this may be the greatest thing in the world, he didn't know. One concern was they were bringing in 900,000 gallons per day from 11 partner farms of waste manure that wasn't generated within Brown County, ultimately discharging more into the river than they would have anyway. He agreed that they shouldn't step on the municipalities toes in any manner but he felt they were shortchanging the county in the amount of opportunity they had to regulate what they were going to have to give out in regard to whether it was the easement or land use and they had the right to guarantee or verify that it was not going to cause problems. Hemery noted that context was important. Yes, they had never required this type of thing with an easement but it was not the only factor to consider. It was that the town had just been sued, active pending lawsuit against the town alleging they improperly denied the permit. This was an area the legislature dedicated to the Town of Wrightstown. Three things, the recent law change, they had never done this before and the lawsuit. Van Dyck interjected they could be sued for anything and everything. No one was saying they were denying the permit, they were asking for some kind of evidence. He understood there was a lawsuit but he didn't think it precluded them from doing their due diligence by asking for a study. He didn't see any reason they don't have a right to ask for some guarantee or understanding of what the environmental impact of that pipeline crossing county property was.

Further discussions and questions ensued with regard to who had what authority, the granting of easements and how it will be handled and possible timing obligations? Hemery informed if he had a copy of their application he could answer some questions better. Erickson stated it was always created as a resolution that may come back to a committee but ended up at County Board. Deslauriers didn't want it to be at the discretion of a department head and reiterated that he wanted to make sure the county did their due diligence for the people of Brown County.

Fontecchio informed they got easements all the time, they had a whole work within the right of way permit as part of their standard operating procedure. Hemery added, if it was on county owned property, it was a different thing and that was the part that would need to go. Fontecchio stated they had a utility accommodation policy that was put together by the Wisconsin County Highway Association they use as a template for how they accommodate public and private utilities in their right of way so he would be extremely hesitant to single anyone out and not follow their own policy internally with that because it's what they do countywide and statewide. Deslauriers concern was if they follow their normal procedure, even though they hadn't done this scale of manure pipeline, it would likely go through so his concern was that they won't have an opportunity to do this due diligence after the approval. Fontecchio didn't know that they could, in his case, along the right of way of a road, basically hold this whole project hostage, he need his due diligence and be fair to anyone according to his policy otherwise they will say they were being singled out. They had utilities in the right of way because it was a public corridor and if they didn't allow gas, electric and natural gas in that corridor the cost would be exorbitant because they would be paying all these people for easements across private land. He did a lot of sites civil engineering in his day and knew a little bit about this. The siting was one thing, permission along the right a way was another.

Deslauriers stated he understood not putting the cart before the horse but he didn't know how to properly address the concerns of residents to make sure this was a workable technology that was going to deliver. If this didn't deliver they would have a \$60 million dollar plant boarded up and Southern Brown County which was good for nobody. Not only could it potentially pollute the waters of Wisconsin but if it shutters because the technology doesn't work or experts say it won't work, he didn't want to participate as a county. He believed a vote will go forward in the next month or so with Town of Wrightstown.

Motion made by Supervisor Erickson, seconded by Supervisor Dantine to direct Corporation Counsel to contact Town of Wrightstown to review questions and bring back in 30 days. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Communication from Supervisors Sieber and De Wane re: To request a traffic study of the intersection at Huron and Mason Street after the completion of the Nature's Way Expansion. Referred from July County Board.**

Erickson informed that Sieber had a prior obligation and couldn't make it. Fontecchio informed he spoke with both Supervisors, the City of Green Bay's Traffic Engineer, and a gentleman from NaturesWay to try and wrap his head around when the expansion project would be done and operational. He said there were 5-phases to it. Phase one was pretty much done by October but their full production won't be done until next spring. Phase two will happen next year and three and four will take place in 2021. Those two phases will add 200-300 employees for parking and there was a phase five. Fontecchio felt they should do a traffic study next spring to get the full production and then from there they can estimate for the other phases with weave it into the study. What they were looking for at the intersection of Mason and Huron was did it need warrants for signals as it was a big intersection and a four way stop right now. It had not met the requirements so waiting until spring would be best.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to do a traffic study in 2020. Vote taken. MOTION CARRIED UNANIMOUSLY

Port & Resource Recovery

4. **2020 Capital Project 5-Year Outlook Summary – Projects Proposed as of 7/10/19.**

Port & Resource Recovery Operations Mngr. Chad Doverspike was present to speak to proposed projects.

Deslauriers would like a written breakdown of the numbers, to know what they were for prior to County Board. Weininger informed it was in the 2020 budget and they won't vote for it until it came up. This was a planning document and recommended voting no to the CIP and to meet with staff to go over the specifics in detail.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. Nay: Deslauriers. MOTION CARRIED 4 to 1

Area Extension

5. **Budget Adjustment Request (19-060): Any increase in expenses with an offsetting increase in revenue.**

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Budget Adjustment Request (19-061): Any increase in expenses with an offsetting increase in revenue.**

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

7. **Director's Report.**

Knudsen provided handouts for upcoming events (attached) and briefly spoke to them.

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Airport

8. **2020 Capital Project 5-Year Outlook Summary – Projects Proposed as of 7/10/19.**

Airport Director Marty Piette briefly spoke to the proposed projects presented in the agenda packet material. He noted from a capital standpoint, their capital projects on the airfield were typically funded by the Airport Improvement Program through the FAA. Other projects not eligible are sometimes funded through State Aid Program Projects. Federal projects were typically covered 90% by the feds, 5% by the state and 5% local share. Their state projects were typically an 80% state, 20% local and there were others that were 50%/50%. Capital projects were typically divided up into 2 or 3 years which was an FAA and state requirement.

Motion made by Supervisor Deslauriers, seconded by Supervisor Dantine to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

9. **Open Position Report.**

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

10. **Capital Project Summary. *Duplicate of Item 8.***

11. **Director's Report.**

a. Operations Update.

- i. **Aircraft Operations.**
- ii. **EAA AirVenture.**

b. Construction Projects.

- i. **Exit Lane Breach Control (ELBC).**
- ii. **East Ramp Expansion to the West.**
- iii. **Fuel Farm Roads.**

Piette informed June was a strong month, they saw a double digit increase in June on passengers. They were up 15.2% over June of 2018. About up 6.5% for the year to date, which was great! Last year they had one of the largest percentage increases probably in the airports history and within the last 30 years so they were still seeing that momentum continue. Frontier helped, they started in May and flights were doing well and seats were filling up, July was doing even better. Very positive feedback from them and their passengers.

In looking at operations, landing and takeoffs, he noticed a very large increase in military operations at the airport. June they had a 33% increase in military over June of 2018.

EAA AirVenture started today and they had a booth, first time they had a presence there for business development. Draws in about half a million people over the course of a week in Oshkosh.

Construction projects were underway. The Exit Lane Breach Control went out for bids and bids came in. SMA was the low bidder and about 20% below the engineers estimate on the project. They should have a contract soon and will start in January. Will take 30 days to complete.

Their East Ramp Expansion to the West was 15% complete and will continue over the next several months.

Fuel Farm Road bids came in 30% over estimate and over available state funding for that project. He was talking with the state to possibly reject all bids and rebid this winter for spring.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

Public Works

12. 2020 Capital Project 5-Year Outlook Summary – Projects Proposed as of 7/10/19.

Fontecchio informed they made a few adjustments as they got further along. They eliminated a few Facility projects as they weren't compatible with the sales tax ordinance in terms of operational expenses verses capital expenses. One big reason they changed the Highway end of things was they got more money from the state and federal money for the 2020 CTH R bridges. Fontecchio further explained the other changes to the CIP.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to suspend the rules and take Items 12, 15 & 16 together. Vote taken. MOTION CARRIED UNANIMOUSLY

13. Resolution Regarding Table of Organization Change for the Public Works-Highway Department Addition of Bridge Tender Positions.

Fontecchio stated this appeared to be a pretty good deal for the Highway Department. They will hire the four tenders and will have those extra bodies for the state snowplowing during the winter months and for cleanup after a storm on Hwy 41 and the 26 roundabouts for Hwy 41 that have to take place at night. These salaries are paid for the by state year-round.

Motion made by Supervisor, seconded by Supervisor to suspend the rules to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

James Van Vonderen – 725 Hickory Valley Ct, De Pere

Van Vonderen's current employment was a Bridge Tender for the City of Green Bay. He started in 2016 after retiring as a full-time Captain at the fire department. As of right now there were 12 positions. The state had appealed to the Coast Guard, the Coast Guard controlled everything and they'd like to go remote operation from Walnut Street. In 2017 they started the remote operations and it wasn't working so well, 2018 worked a little better. This year they petitioned the Coast Guard to go fully remote. With his background he could see Mason St going remote in the future because of the amount of lifts, they don't do a lot, less than 100 a year. Main Street and Walnut Street did 400-500 lifts a year during April 1st through November 31st. The only problem was when this study was done in 2009 downtown had changed drastically and the traffic had increased immensely. He believed Main Street had a daily average of 27,000+ cars and all the pedestrians. He did not see where the Coast Guard would approve Main Street to go remote, too much of a safety issue and flaws. It was a Wi-Fi system that when the boat goes through and the super structure of the boat passes between the antennas, they lose contact. They were talking 4 or 5 positions for the county, which was a great deal for the

county and they should take it, but as far as he could see this had not been approved and the Coast Guard won't give their final answer until November 1st so they won't know how many positions they need. County people will start December 1st and it took a lot to teach a person to operate a bridge, there was quite a learning curve there and they may have some problems. He didn't think they will end up with 12 total positions, maybe 8.

Motion made by Supervisor, seconded by Supervisor to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. Nay: Deslauriers. MOTION CARRIED 4 to 1.

14. **Resolution Regarding Table of Organization Change for the Public Works Department – Addition of Facility Mechanic Position.**

Motion made by Supervisor Kaster, seconded by Supervisor Tran to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

15. **Recommendation and Approval for 6-Year (2020-2025) Highway & Bridge Capital Improvement Plan (CIP). See Item 16.**
16. **Recommendation and Approval for 6-Year (2020-2025) Facility Capital Improvement Plan (CIP).**

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve Items 12, 15 and 16. Vote taken. MOTION CARRIED UNANIMOUSLY

17. **Summary of Operations Report.**

Fontecchio briefly spoke to his written Operations Report in the packet.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

18. **Director's Report.**

Fontecchio briefly spoke to his written Director's Report in the packet.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Other

19. **Acknowledging the bills.**

Motion made by Supervisor Tran, seconded by Supervisor Dantine to acknowledge the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

20. **Such other matters as authorized by law. None.**
21. **Adjourn.**

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to adjourn at 9:11 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Administrative Coordinator

PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a special meeting of the Brown County Planning, Development & Transportation Committee was held on Wednesday, August 21, 2019 in Room 210, City Hall, 100 N. Jefferson St., Green Bay, WI

Present: Chair Erickson, Supervisor Kaster, Supervisor Tran, Supervisor Dantine, Supervisor Deslauriers
Also Present: Planning Director Chuck Lamine

I. Call Meeting to Order.

The meeting was called to order by Chair Bernie Erickson at 6:30 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Comments from the Public

Planning

1. Recommendation and Approval for the Photo-Voltaic Panel Upgrade at STEM Innovation Project # 2234.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve recommended bid award to Eland Electric for Base bid, Alt 1 and Alt 2 for a total of \$209,820. Vote taken. Abstain: Deslauriers. **MOTION CARRIED 4 to 1**

2. Recommendation and Approval for the STEM Innovation Center Exterior Signage Project # 2337.

Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to approve recommended bid award to Jones Sign for Base bid of \$38,400. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Other

3. Such other matters as authorized by law. None.

4. Adjourn.

Motion made by Supervisor Dantine, seconded by Supervisor Tran to adjourn at 6:38 pm. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia A. Loehlein
Administrative Coordinator

CHAPTER 26

ANIMAL WASTE MANAGEMENT

26.01 AUTHORITY. This ordinance is adopted under authority granted under Section 59.70(1), 92.15 and 92.16 of the Wisconsin Statutes. The title of this ordinance is "Brown County Animal Waste Management Ordinance" and it regulates design, construction, abandonment and maintenance of animal waste storage facilities, animal feedlots, and nutrient management.

26.02 FINDINGS AND DECLARATION OF POLICY. The Brown County Board finds this ordinance is designed to protect and promote our agricultural industry and also to promote and enhance the aesthetic conditions and general welfare of the people and communities within Brown County.

The County of Brown permits operation of properly conducted agricultural operations within the county. If the property you are purchasing or own is located near agricultural lands of operation or included within an area zoned for agricultural purposes, you may be subject to outcomes arising ~~from from~~ such operations. Such outcomes may include, but are not limited to: noises, odors, lights, fumes, dust, smoke, insects, chemicals, operation of machinery (including aircraft) during an 24 hour period, storage and disposal of manure, and the application by spraying or otherwise of chemical fertilizers, soil amendments, herbicides and pesticides. One or more of the outcomes described may occur as a result of any agricultural operation which is in conformance with existing laws and regulations and accepted customs and standards. If you live near an agricultural area, you should be prepared to accept such outcomes as a normal and necessary aspect of living in a county with a strong rural character and an active agricultural sector. Brown County has established the Land Conservation Sub-Committee to assist in the resolution of any animal waste management disputes which might arise between residents of the county regarding agricultural operations.

26.03 PURPOSE. The purpose of this ordinance is to regulate the location, construction, installation, alteration, design and use of animal waste storage facilities and animal feedlots so as to protect the health and safety of residents and transients; prevent the spread of disease and promote the prosperity and general welfare of the citizens of Brown County. It is also intended to provide for the administration and enforcement of the ordinance and to provide penalties for its violation. It is also intended to protect the groundwater and surface water resources of Brown County. The ordinance also implements the agricultural performance standards and manure management prohibitions.

26.04 INTERPRETATION. In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of Brown County, and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

26.05 SEVERABILITY CLAUSE. If any section, provision or portion of this ordinance is ruled invalid by a court, the remainder of the ordinance shall not for that reason be rendered ineffective.

7/16/1957/192/14/19

Updated October 2017 |

26.06 APPLICABILITY. This ordinance applies only in unincorporated areas of Brown County and incorporated areas of Brown County which have delegated such authority to Brown County. Abandonment requirements apply to all animal waste storage facilities regardless of the date of construction. Nutrient Management Plan (590) provisions shall apply to all animal waste storage facilities issued a permit under this ordinance regardless of the date of construction. Animal feedlot requirements shall apply only to sites that exceed the prohibitions in section 26.11 of this ordinance or the standards in Section 10.04(1)(b), Brown County Code; or receive a notice of discharge under ch. 283 Wis. Statutes; or existing sites that exceed 500 animal units; or new animal feedlots that exceed 40 animal units.

26.07 EFFECTIVE DATE. This ordinance shall become effective upon adoption and publication by Brown County.

26.08 DEFINITIONS. Definitions herein are to conform to the provisions set forth in the Wisconsin Administrative Code and Brown County Code.

"Abandonment" means a livestock waste storage facility is no longer being used for its intended purpose, and is no longer receiving animal wastes, has not received any animal wastes for a period of two years and, based on available evidence, will not receive animal wastes from an active livestock operation within the next six months.

"Animal Feedlot" means a lot or building or combination of lots and buildings intended for the confined feeding, breeding, raising, or holding of animals, specifically designed as a confinement area in which manure may accumulate, or where the concentration of animals is such that a vegetative cover cannot be maintained within the enclosure. For purposes of these parts, open lots used for the feeding and rearing of poultry (poultry ranges) shall be considered to be animal feedlots. Pastures shall not be considered animal feedlots under these parts. New animal feedlots are those that are established after the effective date of this ordinance.

"Animal Unit" means a unit of measure used to determine the total number of single animal types or combination of animal types, as specified in NR243, which are fed, confined, maintained, or stabled in an animal feeding operation.

"Animal Waste" means livestock excreta and other materials such as bedding, rain or other water, soil, hair, feathers and other debris normally included in animal waste handling operations.

"Animal waste storage facility" means concrete, steel or otherwise fabricated structure and earthen animal waste storage facility used for temporary storage of animal waste or other organic waste.

"Applicant" means any person who applies for a permit under this ordinance.

"Clean water diversion" has meaning in s. NR 151.06

"Direct conduits to groundwater" means wells, sinkholes, swallets, fractured bedrock at the surface, mine shafts, non-metallic mines, tile inlets discharging to groundwater, quarries, or depressional groundwater recharge areas over shallow fractured bedrock.

7/16/1957/192/14/19

Updated October 2017

"Direct runoff" includes any of the following:

- (a) Runoff from a feedlot that can be predicated to discharge a significant amount of pollutants to surface waters of the state or to a direct conduit to groundwater.
- (b) Runoff of stored manure, including manure leachate, that discharges a significant amount of pollutants to surface waters of the state or to a direct conduit to groundwater.
- (c) Construction of a manure storage facility in permeable soils or over fractured bedrock without a liner designed in accordance with s. NR 154.04 (3)
- (d) Discharge of a significant amount of leachate from stored manure to waters of the state.

"Earthen animal waste storage facility" means a facility constructed of earth dikes, pits or ponds used for temporary storage of animal waste.

"Karst Feature" means an area or surficial geologic feature subject to bedrock dissolution so that it is likely to provide a conduit to groundwater, and may include caves, enlarged fractures, mine features, exposed bedrock surfaces, sinkholes, springs, seeps or swallets.

"Land Conservation Sub-Committee" means an operating committee of the Brown County Board of Supervisors.

"Land and Water Conservation Department" means the enforcing authority of this ordinance.

"Liquid Manure" means manure that contains less than 12 percent solid material by volume.

"Manure" means livestock excreta. "Manure" includes the following when intermingled with excreta in normal farming operations: debris including livestock bedding, water, soil, hair, feathers; processing derivatives including separated sand, separated manure solids, precipitated manure sludges, supernatants, digested liquids, composted biosolids, and process water; and runoff collected from barnyards, animal lots and feed storage areas.

"Manure storage facilities" has meaning given in NR 151.05.

"Navigable water" and "navigable waterway" has the meaning given in s. 30.01 (4m), Stats.

"Nonpoint source" has the meaning given in s. 281.65 (2)(b), Stats.

"Nonpoint source water pollution" has the meaning given in s. 281.16 (1) (f), Stats.

"Nutrient management" has given meaning in s. NR 151.07 and other debris that becomes intermingled with livestock excreta in normal manure handling operations.

"Nutrient Management Plan (590)" means a plan that balances the nutrient needs of a crop with the nutrients available from legume crops, manure, fertilizers or other sources. Management includes the rate, method, and timing of the application of all sources of

nutrients to minimize the amount of nutrients entering surface and groundwater. The requirements for a nutrient management plan are as established in ATCP 50.04(3).

"Other Waste" means industrial waste as defined in NR214 Wis. Adm. Code, domestic sewage sludge as defined in NR204 Wis. Adm. Code, septic or holding tank waste as defined in NR113 Wis. Admin. Code or any other material processed and mixed with animal waste to be stored pursuant to the Brown County Animal Waste Management Ordinance.

"Pasture" means land with a permanent, uniform cover of grasses or legumes used as forage for livestock. Pastures do not include areas where supplemental forage feeding is provided on a regular basis.

"Permit" means the signed, written statement issued by the Brown ~~County-Land~~County Land and Water Conservation Department under this ordinance authorizing the applicant to construct, install, reconstruct, enlarge or substantially alter an animal waste storage facility or animal feedlot; or authorizing a winter spreading plan or unconfined manure pile.

"Permittee" means any person to whom a permit is issued under this ordinance.

"Person" means any individual, corporation, partnership, joint venture, agency, unincorporated association, municipal corporation, county, or state agency within Wisconsin, the federal government, or any combination thereof.

"Phosphorus index" has given meaning in NR 151.04.

"Process wastewater" has the meaning given in s. NR243.03 (53).

"Sheet, rill and wind erosion" has given meaning in s. NR 151.02

"Silurian bedrock" means the area in Wisconsin where the bedrock consists of Silurian dolomite with a depth to bedrock of 20 feet or less. This area comprises portions of the following counties: Brown, Calumet, Dodge, Door, Fond du Lac, Kenosha, Kewaunee, Manitowoc, Milwaukee, Outagamie, Ozaukee, Racine, Sheboygan, Walworth, Washington, and Waukesha. Areas where Silurian bedrock occurs in Wisconsin can be identified by the most current NRCS, Wisconsin Geological Natural History Survey, Department of Agriculture, Trade and Consumer Protection, Department of Natural Resources, county maps, or infield bedrock verification methods

"Silurian bedrock performance standards" has meaning in s. NR 151.075.

"Site that is susceptible to groundwater contamination" under s.281.16 (1)(g), Stats., means any one of the following:

(a) An area within 250 feet of a private well.

(b) An area within 1000 feet of a municipal well.

(c) An area within ~~200-300~~ feet upslope or 100 feet downslope of ~~karst features~~ direct conduit to groundwater.

(d) A channel ~~with a cross-sectional area equal to or greater than 3 square feet that flows to a karst feature~~ that flows to a direct conduit to groundwater.

- (e) An area where the soil depth to groundwater or bedrock is less than 2 feet.
- (f) An area where the soil does not exhibit one of the following soil characteristics:
 - 1. At least a 2-foot soil layer with 40% fines or greater above groundwater or bedrock.
 - 2. At least a 3-foot soil layer with 20% fines or greater above groundwater or bedrock.
 - 3. At least a 5-foot soil layer with 10% fines or greater above groundwater or bedrock.

"Substantial alteration" means a change that results in a relocation of, or significant changes to the size, depth, configuration or use as determined by the Department.

"Technical Guide" means the United States Department of Agriculture (U.S.D.A.) Natural Resources Conservation Service Field Office Technical Guide that is currently in effect, and as amended from time to time.

"Tillage setback" has meaning given in NR 151.03

"Unconfined Manure Pile" means a quantity of manure, at least 175 ~~cu. ft.~~ ^{ft³} in volume ~~and which, that~~ covers the ground surface to a depth of at least 2 inches and is not confined within a manure storage facility, livestock housing facility or barnyard runoff control facility or covered or contained in a manner that prevents storm water access and direct runoff to surface water or leaching of pollutants to groundwater.

"Waters of the State" means those portions of Lake Michigan and Lake Superior within the boundaries of Wisconsin, and all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, water courses, drainage systems and other surface water and groundwater, natural or artificial, public or private within the state or its jurisdiction as defined in Section ~~147.015(20)~~ 283.01(20) of the Wisconsin Statutes.

"Water Quality Management Areas" means the area within 1,000 feet from the ordinary high water mark of navigable waters that consist of a lake, pond or flowage, except that, for a navigable water that is a glacial pothole lake, the term means the area within 1,000 feet from the high water mark of the lake; the area within 300 feet from the ordinary high water mark of navigable waters that consist of a river or stream; and a site that is susceptible to groundwater contamination, or that has the potential to be a direct conduit for contamination to reach groundwater.

"Winter Spreading Plan" means any plan developed and approved by the Brown ~~County~~ LandCounty Land and Water Conservation Department and provided to farmers, which identifies high risk fields that should be completely avoided or restricted from receiving winter applications of manure.

26.09 ADMINISTRATION.

(1) Delegation of Authority. Brown County hereby designates the Brown ~~County~~ LandCounty Land and Water and Water Conservation Department to administer and enforce this ordinance.

(2) Administrative Duties. In the administration and enforcement of this ordinance, the ~~County Land~~County Land and Water Conservation Department shall:

(a) Keep an accurate record of all permit applications, animal waste facility plans, animal feedlot plans, animal waste storage facility abandonment plans, permits issued, inspections made, and other official actions.

(b) Review permit applications and issue permits in accordance with Section 26.10 of this ordinance.

(c) Inspect animal waste facility and animal feedlot construction and animal waste facility abandonment to insure the facility is being constructed according to plan specifications.

(d) Animal waste storage facility inspections are required for operations with 500 animal units or greater on site. An inspection report will be generated to document and confirm the operation is in compliance with state, federal, and local standards and prohibitions.

~~(de)~~ Investigate complaints relating to compliance with the ordinance.

~~(ef)~~ Monitor the adequacy of manure storage systems including compliance with nutrient management plans.

~~(fg)~~ Perform other duties as specified in this ordinance.

(3) Inspection Authority. The Brown ~~County Land~~County Land and Water Conservation Department is authorized to enter upon any lands affected by this ordinance to inspect the land prior to or after permit issuance to determine compliance with this ordinance. If permission cannot be received from the applicant or permittee, entry by the Brown ~~County Land~~County Land and Water Conservation Department shall be according to Sections 66.122 and 66.123, Wisconsin Statutes.

(4) Implementation. The Brown County Land and Water Conservation Department will implement this ordinance in accordance with NR151.09 and NR151.095.

26.10 APPLICATION FOR AND ISSUANCE OF PERMITS.

(1) Permit Required.

(a) No animal waste storage facility, including a facility combining animal waste with other waste or parts thereof may be located, installed, moved, reconstructed, extended, enlarged, converted, substantially altered or its use changed, including abandonment, without an animal waste management permit as provided in this ordinance, and without compliance with the provisions of this ordinance, and without compliance with Natural Resources Conservation Service Technical Guide as adopted as part of this ordinance.

(b) Animal feedlots that exceed the prohibitions in Section 26.11 of this ordinance, or exceed the standards in Section 10.04(1)(b) of the Brown County Code, or receive a notice of discharge under ch. 283 Wis. Statutes, or exceed 500 animal units shall obtain an animal waste management permit as provided in this ordinance.

(c) The requirements of this ordinance shall be in addition to any other ordinance regulating animal waste management, such as Chapter 22 Brown County Code, Shoreland Floodplain Ordinance, and Chapter 10 Brown County Code, Agricultural Shoreland Management ordinance. In the case of conflict, the most stringent provisions shall apply.

(d) No person may apply animal waste or animal waste combined with other waste/~~material~~ between December 1st and March 31st without first obtaining a winter spreading permit as provided in this ordinance. The winter spreading permit shall be issued after the completion of the winter spreading plan as described in this ordinance. Operations with a permitted animal waste storage facility and adequate storage capacity are only eligible to be issued a winter spreading permit in emergency circumstances. Emergency conditions include adequate storage is being fully utilized by manure, extraordinary weather or other unforeseen circumstances.

(e) No unconfined manure pile shall be utilized without a temporary unconfined manure stacking permit as provided in this ordinance, and without compliance with the provisions of this ordinance, and without compliance with Natural Resources Conservation Service Technical Guide as adopted as part of this ordinance.

(2) Emergency Repairs. Emergency repairs such as repairing broken pipe or equipment, leaking dikes or the removal of stoppages may be performed without an animal waste storage facility permit. Such work shall be reported to the Land Conservation Department as soon as possible for a determination as to whether an animal waste storage facility permit will be required for an additional alteration or repair to the facility. The ~~County~~ LandCounty Land and Water Conservation Department shall consult with the Land Conservation Committee prior to making this determination.

(3) Fee. The fee for a permit or inspection under this ordinance shall be established through the annual budget process.

(4) Animal Waste Storage Facility Plan Requirements. Each application for a ~~permit~~ under this section shall include an animal waste storage facility or transfer system plan. Such plans shall meet all applicable USDA, NRCS technical standards and at a minimum include the following:

~~The plan shall specify:~~

(a) The number and kinds of animals for which storage is provided.

(b) A sketch of the facility and its location in relation to buildings within two hundred fifty (250) feet and homes within five hundred (500) feet of the proposed facility. The sketch shall be drawn to scale, with a scale no smaller than one inch equals one hundred (100) feet.

(c) The structural details, including dimensions, cross sections, and concrete thickness.

(d) The location of any wells within three hundred (300) feet of the facility.

(e) The soil test pit locations and detailed soil descriptions to a depth ~~of at least three feet below the planned bottom of the facility required in Standards 313 and 634, USDA NRCS Technical Guide.~~

(f) The elevation of groundwater or bedrock if encountered in the soil profile and the date of any such determinations.

(g) Provisions for adequate drainage and control of runoff to prevent pollution of surface water and groundwater such as exposed bedrock or sinkholes. If a navigable body of water lies within five hundred (500) feet of the facility, the location and distance to the body of water shall be shown.

(h) The scale of the drawing and the North arrow.

(i) A time schedule for construction of the facility.

(j) A description of the method in transferring animal waste into the facility.

(k) A recoverable benchmark(s) including elevation(s) expressed in feet and hundredths.

(l) A preliminary Nutrient Management Plan, verifying the ability of the permittee to comply with Standard 590. A Nutrient Management Plan checklist will be ~~completed-reviewed~~ by the County for this purpose.

(m) Landowners must plan and document the availability of acceptable acreage of cropland per animal unit for all future expansions of their livestock operations. Use either Phosphorus Index (PI) or Soil Test Phosphorus Management Strategy found in the most current Conservation Practice Standard NRCS 590 Nutrient Management. A Nutrient Management Checklist will be ~~completed-reviewed~~ by the county for this purpose.

(n) Prior to issuance of a permit, the landowner must disclose any intention to store animal waste with other waste in the storage facility.

(o) Other conditions to current standards

(5) Animal Feedlot Plan Requirements. Each application for a permit under this section shall include an animal feedlot facility plan. The plan shall specify:

(a) A plan map showing location of the facility, including buildings, homes, and wells within 300 feet of the proposed site. The sketch shall be drawn to scale, with a scale no smaller than 1 inch: 100 feet.

(b) The location of any wells within 300 feet of the facility.

(c) The location of all soil test pits, including a detailed log of each pit, to a depth of at least 3 feet below the planned bottom elevation of the facility. The location of each test pit, prior to digging, and the log descriptions of each pit, as it is excavated, shall be determined and recorded, ~~by Brown County Land Conservation Department staff.~~

(d) Depth of high ground water, estimated or observed, in the soil profile and date determined.

(e) Depth to bedrock, estimated or observed.

(f) Ground contours (2 foot maximum intervals), with spot elevations, indicating land slope at and around the site for a minimum distance of 100 feet.

(g) Provisions for adequate drainage and control of runoff to prevent pollution of surface and ground water such as exposed bedrock or sinkholes. The location of any navigable body of water within 500 feet of the proposed site must be shown. Rivers and streams in Brown County shall be presumed to be navigable if they are designated as continuous waterways or intermittent waterways on U.S. Geological Survey (USGS) quadrangle maps.

(h) Description of the type(s) of materials the facility is to consist of; size, dimensions, and cross sections of the facility, and any other specific details including, but not limited to, concrete thickness in floor and walls, steel schedules, and fencing.

(i) A time schedule for construction of the facility.

(j) Scale of the plan drawing(s) and north arrow.

(k) Description of bench mark(s) including elevation(s) expressed in feet and hundredths.

(l) Landowners must plan and document the availability of acceptable acreage of cropland per animal unit for all future expansions of their livestock operations. Use either Phosphorus Index (PI) or Soil Test Phosphorus Management Strategy found in the most current Conservation Practice Standard NRCS 590 Nutrient Management. A Nutrient Management Checklist will be ~~completed~~reviewed by the county for this purpose.

(6) Animal Waste Storage Facility Abandonment Plan Requirements. Each application for a permit under this section shall include an abandonment plan. The plan shall specify:

(a) The abandonment plan may include provisions for future operation of the animal waste storage facility. The facility shall meet the standards and specifications in Section 26.11 of the ordinance and shall have a permit issued under this ordinance. Facilities not meeting this requirement shall be properly abandoned under this section.

(b) A preliminary Nutrient Management Plan, verifying the ability of the permittee to comply with Standard 590. A Nutrient Management Plan checklist will be completed by the county for this purpose.

(c) Provisions to remove and properly dispose of all accumulated wastes in the manure facility.

(d) Provisions to remove any concrete or synthetic liner, or properly use pieces of the concrete or synthetic liner, or properly use pieces of the concrete or synthetic liner as clean fill at the site.

(e) Provisions to remove and properly dispose of any soil saturated with waste from the manure storage facility.

(f) Provisions to remove any soils, to the depth of significant manure saturation or 2 feet whichever is less, from the bottom and sides of a facility without a constructed liner.

(g) Provision to remove or permanently plug the waste transfer system serving the manure storage facility.

(h) Covering all disturbed area with topsoil, seeding the areas with a grass mixture, and mulching the seeded area. This subdivision does not apply if an alternative use of the site is authorized under an abandonment plan approved by the county or town as part of the permit.

(7) Winter Spreading Plan Requirements. Each application for a permit under this section shall include a Winter Spreading Plan. The plan shall specify:

(a) The lowest risk fields for the application of winter spread manure based on slope, length of slope, soils, and depth to bedrock. Permitting shall be based on NRCS 590 winter spreading criteria found in NRCS 590 IV.A.2d.

(b) Specify rates of application and applicable setbacks from the nearest surface waters and/or direct conduit to groundwater as determined by Brown ~~County Land~~County Land and Water Conservation Department.

(c) The plan must include a description of the emergency response procedures that will be engaged immediately in the event of direct runoff related to the spreading of animal waste as approved by the Brown County Land and Water Conservation Department.

(d) Only maps ~~prepared~~approved by Brown ~~County Land~~County Land and Water Conservation Department, using GIS technology, may be used to identify appropriate fields for animal waste applications.

(e) For the purpose of this practice winter spreading plans shall take effect no later than December 1st prior to the winter for which the plan is developed and continue through the following March 31st unless animal waste can be effectively incorporated.

(f) The landowner shall maintain an accurate record of the date, location, and rate of application for every application of manure on the land that is subject to the winter spreading permit. The record shall be made available to the Brown ~~County Land~~County Land and Water Conservation Department upon request and shall be retained by the landowner for one year following the date of application.

(8) Temporary Unconfined Manure Stacking Requirements. Each application for a permit under this section shall include a site plan. The plan shall specify:

(a) Waste consistencies. ~~Waste materials having less than 16% solids shall not be stacked in the field.~~

(b) Size and stacking period.

(c) Hydrologic Soil Groups.

(d) Subsurface Separation Distance.

(e) Surface Separation Distances.

(9) Review of Application. The ~~County Land~~County Land and Water Conservation Department shall receive and review all permit applications.

(a) The ~~County Land~~County Land and Water Conservation Department shall determine if the proposed facility meets the required standards set forth in Section 26.11 of this ordinance. Within sixty days after receiving the completed application and fee, the ~~County Land~~County Land and Water Conservation Department shall inform the applicant in writing whether the permit application is approved or disapproved. If additional information is required, the ~~County Land~~County Land and Water Conservation Department has thirty days from the receipt of the additional information in which to approve or disapprove the application. If the ~~County Land~~County Land and Water Conservation Department fails to approve or disapprove the permit application in writing within sixty days of the receipt of the permit application or within thirty days of the receipt of additional information, as appropriate, the application shall be deemed approved and the applicant may proceed as if a permit had been issued.

(b) Prior to approval or disapproval of the permit application, the ~~County Land~~County Land and Water Conservation Department shall submit a copy of the proposed plan(s) to the town office of the town where the site is located for their review and/or approval if appropriate.

(10) Permit Conditions. All permits issued under this ordinance shall be issued subject to the following conditions and requirements:

(a) Design, construction and management shall be carried out in accordance with the animal waste facility plan and applicable standards specified in Section 26.11 of this ordinance.

(b) The permittee shall give five (5) working days notice to the ~~County Land~~County Land and Water Conservation Department before starting any construction activity authorized by the permit.

(c) Approval in writing must be obtained from the ~~County Land~~County Land and Water Conservation Department prior to any modifications to the approved animal waste facility plan.

(d) The permittee and, if applicable, the contractor, shall certify in writing by signing the certification sheet that the facility was installed as planned and designed. A copy of the signed certification sheet shall be mailed to the ~~County Land~~County Land and Water Conservation Department within thirty days of completion of installation.

(e) Activities authorized by permit must be completed within two years from the date of issuance after which such permit shall be void.

(f) Nutrient management plans shall be submitted to the Brown ~~County Land~~County Land and Water Conservation Department annually by June 1.

(11) Permit Revocation. The ~~County Land~~County Land and Water Conservation Department may revoke any permit issued under this ordinance if the holder of the permit has misrepresented any material fact in the permit application or animal waste facility plan, or if the holder of the permit violates any of the conditions of the permit.

26.11 STANDARDS AND SPECIFICATIONS.

(1) Animal Feedlots. The standards and specifications for design, construction, operation and maintenance of animal feedlots are those identified in ~~Standards 350 and 312,~~ USDA-NRCS Technical Guide. Feedlots requiring a permit under this ordinance shall not allow direct runoff to waters of the state.

~~Feedlots requiring a permit under this ordinance shall not deliver more than 20 pounds of phosphorus annually as determined by the County Land Conservation Department.~~

~~(2) Animal Feedlot Separation Requirements. All new animal feedlots shall be sited a minimum of 100 feet from adjacent properties, 300 feet from any lake or perennial stream (as defined by U.S.G.S. quadrangle maps), and at least 2 vertical feet from groundwater.~~

~~(32) Animal Waste Storage Facilities. The standards and specifications for design, construction, operation, and maintenance of animal waste storage facilities are those identified in Standards 313 and 634, USDA-NRCS Technical Guide. The Standards and Specifications for abandonment/closure of animal waste storage facilities are those identified in Standard 360, USDA-NRCS Technical Guide.~~

~~(a) NRCS Standard 313 Waste Storage (NRCS WI 12/05) III Facility. Conditions Where Practice Applies. This standard does not apply to: facilities in which greater than 10% of the design storage volume or greater than 25,000 gallons is occupied by any combination of domestic waste, industrial wastewater generated offsite, or sludge. These types of facilities are defined and regulated under various codes administered by the Wisconsin Department of Natural Resources (WDNR): the storage of human waste, routine animal mortality, the unstacked waste that accumulates in animal housing units (barns) or animal production areas not intended to store waste.~~

~~(53) Nutrient Management. Animal wastes for which permits are issued under this chapter of the Code and all wastes from existing livestock waste storage facilities shall be managed and utilized in accordance with Standard 590, USDA-NRCS Technical Guide. A current (590) Nutrient Management Plan must be submitted annually to the Brown ~~County~~ County Land and Water Conservation Department by June 1st, until the animal waste storage facility is no longer in use and it has been properly abandoned.~~

~~ATCP 50.04 (3)(a) —~~

~~(a) A landowner shall have and follow an annual nutrient management plan when applying nutrients to any field after the date specified in par. (h). A nutrient management plan shall comply with this subsection. (Register November 2006 No. 611)~~

~~ATCP 50.04 (3)(b) —~~

~~(b) The plan shall include every field on which the landowner mechanically applies nutrients. (Register November 2006 No. 611)~~

~~ATCP 50.04 (3)(c) —~~

~~(c) A nutrient management planner qualified under s.ATCP 50.48 shall prepare or approve the plan. (Register November 2006 No. 611)~~

~~ATCP 50.04 (3)(g) —~~

~~(g) The plan shall be consistent with any nutrient management plan required under ch. NR 113, 204 or 214 if the landowner applies septage, municipal sludge, industrial waste or industrial byproducts to the land. A landowner is not required to have a nutrient~~

~~management plan under this subsection if the landowner applies only septage, municipal sludge, industrial waste or industrial byproducts according to ch. NR 113, 204 or 214. (Register November 2006 No. 611)~~

~~Nutrient Management (acre) code 590 Natural Resources Conservation Service Conservation Practice Standard V. Criteria (NRCS WI, 9/05)~~

~~(j) Organic byproducts of other than manure (i.e., industrial wastes, municipal sludge, and septage) applied to fields shall be analyzed for nutrient content and applied in accordance with applicable regulations including restrictions on heavy metal content and land application rates.~~

~~(k) Manure, organic byproducts, and fertilizers shall not run off the field site during or immediately after application. If ponding, runoff or drainage to subsurface tiles occurs, implement the following activities as appropriate:~~

- ~~(1) Stop application.~~
- ~~(2) Take corrective action to prevent offsite movement.~~
- ~~(3) Modify the application (rate, method, depth of injection, timing to eliminate runoff or draining to subsurface tiles.~~

~~(64) Temporary Unconfined Manure Stacking Requirements.~~ Each application for a permit under this section shall include plan specifications identified in Standard 31~~83~~, USDA - NRCS Technical Guide.

~~(57) Manure Management Prohibitions.~~ The following prohibitions are incorporated into this ordinance:

- (a) All livestock producers shall comply with this section.
- (b) A livestock operation shall have no overflow of manure storage facilities.
- (c) A livestock operation shall have no unconfined manure pile in a water quality management area.
- (d) A livestock operation shall have no direct runoff ~~from from~~ a feedlot or stored manure into the waters of the state.
- (e) A livestock operation may not allow unlimited access by livestock to waters of the state in a location where high concentrations of animals prevent the maintenance of adequate sod or self-sustaining vegetative cover.
 1. This prohibition does not apply to properly designed, installed and maintained livestock or farm equipment crossings.

~~(6) Agricultural Performance Standards. The following standards are incorporated into this ordinance as found in Administrative Rule NR151:~~

- ~~(a) Sheet, rill and wind erosion~~
- ~~(b) Tillage setback~~
- ~~(c) Phosphorous index~~
- ~~(d) Manure storage facilities~~
- ~~(e) Process wastewater handling~~
- ~~(f) Clean water diversion~~
- ~~(g) Nutrient management~~

~~7/16/195/7/192/14/19~~

Updated October 2017

(h) Silurian bedrock

26.12 VIOLATIONS. (1) Penalties. Any person who violates, neglects, or refuses to comply with or resists the enforcement of any provision of this ordinance shall be subject to a forfeiture of not less than \$250 nor more than \$5,000 plus costs of prosecution of each violation. An unlawful violation includes failure to comply with any standard of this ordinance or with any condition or qualification attached to the permit. Each day that a violation exists shall be a separate offense. Failure to obtain proper permit is considered a violation. Brown ~~County Land~~County Land and Water Conservation Department shall refer all enforcements to the Brown County Corporation Counsel for commencement of enforcement action.

(2) Enforcement Actions, Temporary Restraining Orders and/or Other Necessary Remedial Action. As a substitute for or an addition to forfeiture actions, Brown County may seek enforcement of any part of this ordinance by Court Actions seeking injunctions or restraining orders. Brown County has the right to recover all costs associated with manure runoff and spill recovery if responsible party or parties does not properly do so.

26.13 APPEALS. (1) Authority. Under authority of Chapter 68, Wisconsin Statutes the Brown ~~County Land~~County Land -Conservation ~~Sub-~~Committee, created under Sections 59.878 Wisconsin Statutes and by the Brown County Board of Supervisors on May 19, 1982, acting as an appeal authority under Section 68.09(2) Wisconsin Statutes is authorized to hear and decide all appeals where it is alleged that there is error in any order, requirement, decision, or determination by the ~~County Land~~County Land and Water Conservation Department in administering this ordinance.

(2) Procedure. The rules, procedures, duties and powers of Land Conservation Committee and Chapter 68 Wisconsin Statutes, shall apply to this ordinance.

(3) Who May Appeal. Appeals may be taken by any person having a substantial interest which is adversely affected by this order, requirement, decision, or determinations made by the ~~County Land~~County Land and Water Conservation Department.

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 | FAX: (920) 492-4957

DEAN R. HAEN
DIRECTOR

MINUTES OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, June 10th, 2019**
at the Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was officially called to order by President Tom Klimek at 10:30 am.

2) Roll Call:

Present: President Tom Klimek
Vice President Bryan Hyska
Commissioner Hank Wallace
Commissioner Wes Kornowske
Commissioner Mike Vizer
Commissioner Ron Antonneau

Excused: Commissioner Pete Diemer
Commissioner Bernie Erickson
Commissioner Tim Feldhausen

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Samantha Jerome, Brown County P&RR
Chad Doverspike, Brown County P&RR
Troy Streckenbach, Brown County
Libby Ogard, Prime Focus

3) Approval/Modification – Meeting Agenda

A motion to approve the Agenda was made by Bryan Hyska and seconded by Mike Vizer. Unanimously approved.

4) Approval/Modification – Minutes of April 8 Meeting

A motion to approve the minutes of the April 8, 2019 meeting was made by Bryan Hyska and seconded by Hank Wallace. Unanimously approved.

5) Announcements/Communications

Dean Haen mentioned that the annual Wisconsin Commercial Ports Association meeting will be taking place this year on August 15th & 16th in Manitowoc, WI. Also, the American Great Lakes Port Association will be holding its annual meeting in Green Bay, WI on Aug 7th & 8th.

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6) 1st Qtr. Budget Performance Status Report

Mr. Haen announced that public charges are still down.

A motion to approve the 1st Quarter Budget Performance Status Report was made by Mike Vizer and seconded by Wes Kornowske. Unanimously approved.

7) WPS Pulliam Plant

Mr. Haen announced that the city of Green Bay and Brown County agreed to collaborate on trying to repurpose the WPS Pulliam Plant into a port operation and possibly a truck/rail intermodal facility. Representative Steffen is pursuing \$1.5M in Harbor Assistance Program funds as seed money to take a look at the site's physical properties, regulatory and environmental conditions. There has been interest expressed from multiple port users for the WPS Pulliam Plant site.

8) Tallship Event Programming

Mr. Haen explained that the Tallship event will be taking place at the end of July. The Port will be sponsoring the boardwalk at the event as well as assisting PMI Entertainment with ships coming in and out of the Port, line handling and other Port-related responsibilities.

Mark Walter further explained that the Port will also have a booth with educational programming and giveaways to promote the Port. Boards will be set up along the boardwalk with Port staff next to them to answer Port-related questions and give away port logo tattoos. Staff will also be wearing eye-catching t-shirts in an attempt to draw more interest in the Port.

9) Water Levels

Mr. Haen announced that the water levels of the Great Lakes are at record highs which in turn are causing shoreline issues in Green Bay. This is causing vessels that navigate the Port to require more tug assistance. The road that was once in place to allow travel out to Cat Island has been overtopped and damaged. The Army Corps of Engineers has agreed to fix the damages, harden with riprap and raise the level of the road in an attempt to prevent future flooding.

Mr. Walter stated that Lake Ontario, Lake Eerie and Lake St. Claire have surpassed record highs and Lakes Michigan-Huron and Superior are estimated to be at record highs by the middle of June.

10) Renard Island

Mr. Haen stated that the *Renard Island End-Use Plan* is mostly complete and that the Port is currently searching for contributors willing to move forward with the plan.

11) Director's Report

Mr. Haen stated that there was nothing else to discuss.

12) Acknowledgement of Bills

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A motion to acknowledge the payment of bills was made by Hank Wallace and seconded by Ron Antonneau. Unanimously approved.

13) Tonnage Report

A motion to approve the Tonnage Report was made by Bryan Hyska and seconded by Ron Antonneau. Unanimously approved.

14) Closed Session

Pursuant to Wis. Stat. § 19.85(1)(e), any meeting of a governmental body may be convened in closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or the conducting of other specified public business, whenever competitive or bargaining reasons require closed session.

A motion to go into closed session was made by Hank Wallace and seconded by Wes Kornowske. A roll call vote followed with the following Commissioners voting "aye": Tom Klimek, Bryan Hyska, Hank Wallace, Wes Kornowske, Mike Vizer and Ron Antonneau. There were no "nay" votes; the motion was passed. The purpose of the closed session was for deliberation and possible negotiations/action relating to land acquisition.

A motion was made by Hank Wallace and seconded by Wes Kornowske to return to open session. A roll call vote followed with the following Commissioners voting "aye": Tom Klimek, Bryan Hyska, Hank Wallace, Wes Kornowske, Mike Vizer and Ron Antonneau. There were no "nay" votes; the motion was passed. No action was taken. The Harbor Commission continued with agenda items in open session.

15) Such Other Matters as Authorized by Law

No other matters

16) Adjourn

A motion to adjourn the Harbor Commission meeting at 12:40 pm was made by Bryan Hyska and seconded by Mike Vizer. Unanimously approved.

Tom Klimek, President
Harbor Commission

Dean R. Haen, Director
Port & Resource Recovery Department

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Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, June 5, 2019
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, 54302 - 6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>Abs</u>	Kathleen Janssen	<u>x</u>	Glen Severson	<u>x</u>
Brian Brock	<u>Abs</u>	Dotty Juengst	<u>Exc</u>	Ray Suennen	<u>x</u>
Norbert Dantine, Jr.	<u>Exc</u>	Dave Kaster	<u>x</u>	Mark Thomson	<u>x</u>
Bernie Erickson	<u>x</u>	Michelle Kerr	<u>x</u>	Norbert Van De Hei	<u>x</u>
Kim Flom	<u>x</u>	Patty Kiewiz	<u>x</u>	Matthew Woicek	<u>x</u>
Steve Grenier	<u>x</u>	Dave Landwehr	<u>Exc</u>	Reed Woodward	<u>Exc</u>
Mark Handeland	<u>Exc</u>	Aaron Linssen	<u>x</u>		
Matthew Harris	<u>x</u>	Michael Malcheski	<u>x</u>		
Frederick Heitl	<u>Exc</u>	Gary Pahl	<u>x</u>	City of Green Bay (Vacant)	
Phil Hilgenberg	<u>Exc</u>	Terry Schaeuble	<u>x</u>	City of Green Bay (Vacant)	

Others Present: Lisa Conard, Cole Runge, and Dan Teaters

1. Approval of the minutes of the May 1, 2019 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by D. Kaster, seconded by P. Kiewiz, to approve the minutes of the May 1, 2019 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. **Public Hearing:** Draft Mid-Year Major Amendment #3 to the 2019-2023 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard provided an overview of Draft Mid-Year Major Amendment #3 to the 2019-2023 TIP.

L. Conard noted that MPOs are required to prepare and process a "Mid-Year" amendment to the TIP. The purpose of the "Mid-Year" is to refresh the program prior to the next full TIP.

MPO staff worked with WisDOT staff and identified 11 modifications to the WisDOT program, all of which are detailed in the staff report. Modifications can include project scope changes, cost estimate increases/decreases, projects moving up/moving back in the program, or adjustments in funding sources.

L. Conard opened up the hearing for comment.

L. Conard asked three times if anyone wished to speak. Hearing no comment, L. Conard closed the public hearing.

L. Conard informed the commission that the requirements for a 15-day public review and comment period, as well as the public hearing, have been fulfilled.

3. Discussion and action on the Draft Mid-Year Major Amendment #3 to the 2019-2023 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard stated that no additional public comments were received. She also stated that the amendment was provided to the Transportation Subcommittee, and the Subcommittee had no objections. Staff is recommending approval.

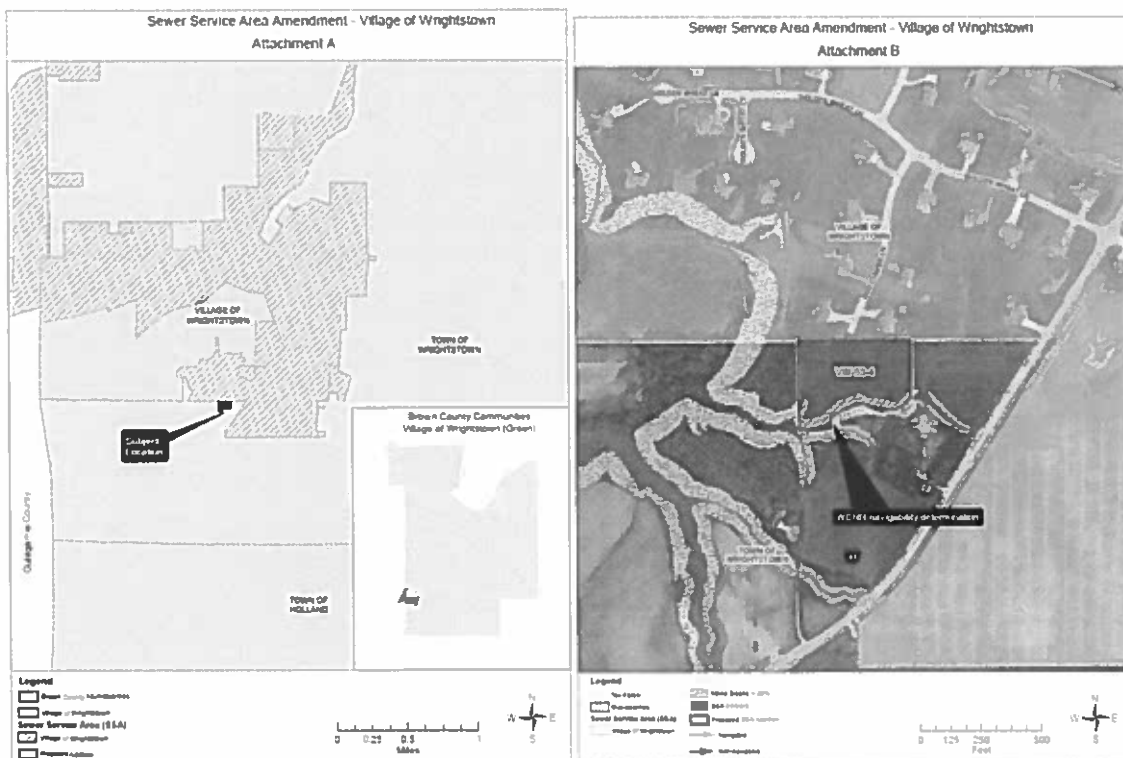
A motion was made by B. Erickson, seconded by G. Pahl, to approve the Draft Mid-Year Major Amendment #3 to the 2019-2023 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Motion carried.

4. Presentation and discussion on Sewer Service Amendment for the Village of Wrightstown.

D. Teaters noted that this was a *minor* amendment and, therefore, no action is required by the planning commission. The presentation is for information only.

D. Teaters stated that the subject property has been annexed by the village and four residential lots have been created. An extension of an existing street and a cul-de-sac bulb will be constructed.

D. Teaters provided an overview of the sewer service area (SSA). The village has a total of 58.84 acres available to be added to its sewer service area. The amendment requires a total of 3.32 acres less credits for existing ESAs (.96 acres) and existing development (.31 acres) for a balance of 56.79 acres for future development.



D. Teaters noted that this was a staff level approval subject to the following conditions:

- Implement proper erosion control best management practices at the time of development.

G. Pahl asked if the 75' setback rule (from ESAs) was followed.

D. Teaters stated yes, through the land division document process.

5. Brown County Planning Commission staff updates on work activities during the month of May 2019.

A motion was made by B. Erickson, seconded by G. Pahl, to receive and place on file the staff activity reports for the month of May. Motion carried.

6. Other matters.

G. Pahl asked if there is an update regarding the Southern Bridge project.

C. Runge noted that staff has a conference call scheduled for next week with WisDOT and the Federal Highway Administration to discuss the next steps in the Environmental Impact Statement (EIS) development process.

K. Flom requested that the *Frequently Asked Questions (FAQs)* posted on the BCPC webpage regarding the Southern Bridge project be updated to reflect recent progress.

C. Runge agreed to do so.

7. Adjourn.

A motion was made by G. Pahl, seconded by G. Severson, to adjourn. Motion carried.

The meeting adjourned at 6:43 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
June 5, 2019**

May 2019 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the Brown County Planning Commission meeting May 1 2019.
- STEM Innovation Center Building Project Management:
 - Several meetings with County Executive and various County representatives regarding development of the Brown County Research and Business Park and the STEM Innovation Center Building.
 - Attended weekly Construction Progress Meetings with construction and architecture representatives.
 - Reviewed project change order requests.
 - Prepared reports and field orders.
 - Met with Landscaper to discuss landscaping plan, vegetated roof and Mongin garden.
 - Coordinated purchase order for office furniture.
 - Met with representatives of The Einstein Project to discuss cleaning and maintenance elements of the lease agreement.
- CDBG Housing program:
 - Assisted Senior Planner - Housing with project coordination.
- Coordinated with Senior Land Use Planner regarding Sewer Service Area Plan questions and Environmentally Sensitive Area (ESA) protection.
 - Met with Village of Wrightstown Staff and state senator to discuss ESA administration May 3.
 - Met with land surveyor regarding ESA administration for a development in the Village of Denmark.
- Attended several coordinating meetings to discuss implementation of the new land records computer system (LandNav) with PALS, Technical Services, and Treasurer's Office staff. System went live on May 6.
- Personnel:
 - Assisted with request to fill for soon to be vacant Survey Crew Chief position.
 - Completed Class & Compensation Plan position review request for Assistant Zoning Administrator position.
- Coordinated and led Planning and PALS Managers staff meetings.
- Brown County Housing Authority (BCHA).
 - Attended May 20 BCHA meeting.
 - Attended BCHA 2018 audit wrap up meeting.
 - Monthly coordinating meetings with BCHA Chair.
 - Monthly coordinating meetings with ICS staff.
 - Assisted with review of Broadway Lofts project loan and grant agreements.
 - Participated in one on one discussions with two members of BCHA Board of Directors.
 - Participated in meeting with NeighborWorks representatives regarding Down Payment Assistance Loan program.
 - Discussion regarding Housing Affordability Report for city of Green Bay.

- Participated in conference call with Principal Planner, FHWA, Wisconsin DOT and SRF regarding progress on the Southern Bridge corridor project.
- Discussed BCRLF economic development loan for Zambaldi Beer with HUD, WisDOA DEHCR and Village of Allouez staff.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Facilitated a meeting of the EIS Lead Agencies (Brown County, WisDOT, and the Federal Highway Administration [FHWA]).
- Updated the EIS's Process Initiation Letter (PIL) and Notice of Intent (NOI) at the direction of FHWA. Also sent the updated PIL and NOI to WisDOT for review before they are sent to FHWA.
- Prepared information for a Southern Bridge project update to the De Pere Common Council. Also presented the update to the council and answered questions from council members.
- Participated in a local officials meeting for the STH 29/CTH VV interchange project.
- Participated in a monthly call-in meeting with representatives of the City of Green Bay, Green Bay Area Public School District, Wello (formerly Live54218), and the project consultant for the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan.
- Prepared for and met with representatives of the City of Green Bay, Green Bay Area Public School District, Wello, and the project consultant to discuss the first full draft of the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan.
- Participated in the final advisory committee meeting for the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan.
- Developed a crossing guard placement evaluation and scoring process for the City of De Pere at the request of city staff. Also tested the process using the existing crossing guard locations in De Pere and Ledgeview. The crossing guard placement evaluation and scoring process and the results of the test were sent to De Pere staff for review.
- Reviewed and submitted comments to WisDOT about WisDOT's final draft revisions to the Memorandum of Understanding (MOU) between WisDOT and the Green Bay, Fox Valley, and Sheboygan MPOs for the Northeast Wisconsin Region Travel Demand Model. Also discussed my comments with a representative of WisDOT's Travel Demand Forecasting Division (**This activity addresses a 2018 TMA Certification Review recommendation**).
- Reviewed and commented on data modifications to two Traffic Analysis Zones that were proposed by WisDOT for the Northeast Wisconsin Region Travel Demand Model (**This activity addresses a 2018 TMA Certification Review recommendation**).
- Prepared for and participated in a meeting with the Senior Transportation Planner and Green Bay Metro Director regarding funding and the project solicitation process for the Green Bay Urbanized Area's Section 5310 Specialized Transportation Program.
- Prepared for and participated in formal meetings and informal discussions with Brown County staff for the development of the Port Opportunity Study (**This activity addresses a 2018 TMA Certification Review recommendation**).
- Prepared for and participated in a meeting with representatives of Brown County, City of Green Bay, and a port terminal operator for the development of the Port Opportunity Study (**This activity addresses a 2018 TMA Certification Review recommendation**).
- Prepared for and participated in meetings with BCPC staff for the development of the Brown County Comprehensive Plan Update. Also reviewed and commented on draft chapters.
- Prepared for and participated in meetings with BCPC staff for the development of the Village of Hobart Pedestrian and Bicycle Master Plan.

- Observed student dismissal at Hillcrest Elementary School in Hobart with the Senior Local Assistance Planner for the Hobart Pedestrian and Bicycle Master Plan. Also met with the Hillcrest Elementary School Principal and a parent of Hillcrest students to discuss possible methods of increasing the number of students who walk and bike to school.
- Requested and received anonymous address data for Hillcrest Elementary School students to assess the number of students who likely live close enough to the school to walk or bike.
- Worked with one of the MPO's Transportation/GIS Planners on the MPO's ADA Transition Plan.
- Staffed a BCPC Transportation Subcommittee meeting with the Senior Transportation Planner to discuss options for reallocating Surface Transportation Block Grant (STBG) funds to projects.
- Developed a report regarding the status of the MPO's 2019 work activities and sent it to representatives of WisDOT, FHWA, and the Federal Transit Administration (FTA) in preparation for the MPO's mid-year review. Also participated in the review with representatives of WisDOT and FHWA.
- Participated in a quarterly MPO Directors meeting in Madison.
- Facilitated a public visioning session for the Town of New Denmark Comprehensive Plan Update with other BCPC staff.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Finalized *Major Amendment #2 to the 2019-2023 Transportation Improvement Program for the Green Bay Urbanized Area*.
 - Developed PowerPoint and presented to the BCPC Board of Directors.
 - Prepared fiscal constraint demonstration.
 - Submitted amendment to FHWA, FTA, and WisDOT for approval consideration.
 - Amendment approved by the DOT Secretary on May 20.
- Prepared *Draft Mid-Year Major Amendment #3 to the 2019-2023 Transportation Improvement Program for the Green Bay Urbanized Area*.
 - Worked with WisDOT staff to identify amendment detail.
 - Scheduled public review and comment period and public hearing.
 - Prepared and issued public participation materials, social media posts, and legal notice.
 - Submitted draft amendment to FHWA, FTA, and WisDOT for review.
- Began and completed collecting data and writing the *Green Bay Metro – Quarterly Route Data and Analysis Report, May 2019*. All of Metro's full and limited service routes were examined.
- Reviewed and scored three applications for funding consideration under State 85.21 Trust funds. Served on subcommittees and developed a recommendation to be considered by the full TCC in June. Approximately \$100,000 is anticipated to be awarded by the BCPC Board of Directors at its August meeting.
- At the request of Federal Highway Administration (FHWA) staff, provided a detailed analysis of all first year TIP projects, proposed funding source, functional classification, NHS status, and other data for all TIPs and TIP amendments approved since 2015. FHWA is conducting a review to verify that projects in the first year of the TMA's TIPs are moving forward as intended and that the TMA is selecting non-National Highway System projects and the WisDOT is collaborating with TMAs in the selection of NHS projects.
- Met with Principal Planner and Green Bay Metro staff to discuss the possibility of issuing a Federal Section 5310 two-year program in lieu of the current one-year program. Benefits may include timely use of past grant "remnants" and ease of administration on the part of the Designated Recipient, Green Bay Metro. Collaborated with WisDOT staff.

- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Attended the Town of New Denmark Visioning Session the evening of May 11 in advance of an update to the town's comprehensive plan. Facilitated a small group discussion and recorded likes and dislikes presented by citizens of the town.
- Attended one Employee Benefits Advisory Committee (BAC) meeting as the representative of the seven departments reporting to the Planning, Development, and Transportation Committee (PD&T). (This work is done on employee's own time.)
- Participated in the Green Bay Transit Commission meeting on May 15.
- Participated in BCPC staff meetings as necessary.
- Attended the Brown County Planning Commission Board of Directors meeting the evening of May 1.

The recent major planning activities of Dan Teaters, Senior Planner:

- Brown County All Hazards Mitigation Plan
 - Continued working on Draft Chapter 3
- Certified Survey Maps (CSMs)
 - Began Review of 6 new CSMs
 - Completed review of 8 CSMs
 - Signed and filed 16 CSMs
 - Cursory review for City of De Pere and City of Green Bay
 - C of De Pere: 0
 - C of Green Bay: 1
- Plats
 - Preliminary Plats
 - Began review of 2 preliminary plats
 - Completed review of 1 preliminary plats
 - Final Plats
 - Began review of 1 final plat
 - Completed review of 0 final plats
 - City Plat Reviews
 - Reviewed 0 plats in the City of Green Bay and 0 plats in the City of De Pere pursuant to Wisconsin Statutes Sec. 236.12(2)(b)
- ESA Amendments
 - Completed 3 ESA Plan Corrections
 - 1 – V of Wrightstown
 - 1 – V of Howard
 - 1 – V of Pulaski
 - Provided additional planning services and ESA related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Water Quality Management (WQM) Letter
 - Completed 4 reviews/letters
- Assisted numerous members of the public or local communities with inquiries related to Farmland Preservation, zoning, natural resources, and/or land division questions.
- Met with the Town of Eaton Zoning Administrator to update and complete the Farmland Preservation Recertification Application. 5/2/19
- Met with the Village of Wrightstown Staff to discuss ESA amendment process. 5/3/19

- Attended staff meeting to discuss the Town of New Denmark Visioning Session. 5/7/19
- Attended the Town of New Denmark Visioning Session. 5/7/19
- Attended a Planning Workshop hosted by the City of De Pere to learn about changes to planning law in the past year. 5/8/19
- Attended the NEWSC full membership meeting. 5/13/19
- Completed a site visit associated with a CSM review in the Village of Denmark with the County Survey crew to verify elevations in a drainage basin. 5/21/19
- Attended the Citizens Redistricting Advisory Subcommittee. 5/28/19

The recent major planning activities of Devin Yoder, Senior Planner:

General Planning/Local Assistance

- Attended regular BCPC staff meetings.
- Assisted reviewing CSMs for final signature.
- Facilitated a visioning session for the Town of New Denmark at the Denmark High School on May 7th to start the Town comprehensive plan update process.
- Created and mailed survey to Village of Denmark residents following the April visioning session for the Village's comprehensive plan update process.
- Created and mailed surveys to the Town of New Denmark residents following the May visioning session for the Town's comprehensive plan update process.
- Updated zoning map for Town of Glenmore.

Brown County Comprehensive Plan

- Presented the draft Issues and Opportunities chapter and Housing chapter to BCPC at May meeting.
- Started revising the Issues and Opportunities chapter and Housing chapter following the May BCPC meeting.
- Drafted the Natural and Cultural Resources chapter and started drafting the Agriculture chapter.
 - Started working with other County departments to collect their feedback on these draft chapters.
- Spoke with Government Affairs Director at the Realtors Association of Northeast Wisconsin about the Housing draft chapter.
- Revised existing land use maps for the Towns of Wrightstown and New Denmark, and for the Villages of Wrightstown and Denmark.
- Met with other BCPC planning staff to discuss the new state legislation (2017 Act 243) around the housing affordability report and new housing fee report requirements.

Short-term Transportation Planning

- Met with Pedestrian and Bicycle Advisory Committee member to tour the southern half of the Village for existing street, pedestrian, and bicycle conditions.
- Met with law enforcement and Hillcrest school stakeholders to discuss current pedestrian and bicycle issues in the Village.
- Met with Pedestrian and Bicycle Advisory Committee member to tour northern half of Village for existing street, pedestrian, and bicycle conditions.
- Drafted plan document outline.
- Met with City of Green Bay planning staff to visit GLC Minerals site by the port.
- Met with City of Green Bay planning staff and Brown County Port staff to talk about possible future port area site configurations and users.

- Reviewed project status with other planning staff.
- Worked with other planning staff to refine existing conditions section of Port Opportunity study.

Town of Green Bay Area Development Plan

- Provided Town with updated zoning map for website, and notified adjacent communities of approved plan amendment.

The recent major planning activities of Todd Mead, Senior Housing Planner:

- Prepared and ordered one (1) interim site inspection for a Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program client.
- Prepared and ordered six (6) initial HQS inspections for CDBG clients.
- Prepared and ordered two (2) final site inspections for CDBG clients.
- Prepared and ordered three (3) asbestos assessments for CDBG clients.
- Met with five (5) CDBG clients and the contractors to prepare them for their future rehabilitation projects.
- Opened/reviewed seven (7) new CDBG applications.
- Denied one (1) CDBG application.
- Prepared and closed six (6) CDBG Housing Rehabilitation Loans.
- Prepared eight (8) CDBG Environmental Reviews.
- Prepared and corresponded with four (4) bid documents to CDBG applicants for future rehab projects.
- Reviewed and approved one (1) subordination for an existing CDBG client.
- Reviewed and prepared two (2) mortgage loan satisfactions for existing CDBG/RLF clients due to project change orders or payoffs.
- Attended staff meetings.
- Preparing and training our new Planner I – Housing Position.
- Prepared and submitted CDBG H14-15-04 completion certificate reporting to Wisconsin Department of Administration and Department of Energy Housing (WDOA-DEHCR).
- Prepared for and attended a USDA Rural Housing Workshop to coordinate efforts with other rehabilitation loan programs to offer low-to-moderate income households options.
- Prepared for and attended a Door County housing presentation community meeting to discuss affordable housing needs.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.
- Worked, prepared and followed up with yearly RLF and CDBG residency letters.

The recent major planning activities of Everett Butzine, Housing Planner:

- Prepared and ordered two (2) housing quality standards (HQS) inspection(s) for CDBG client(s).
- Prepared and ordered two (2) final site inspection(s) for CDBG client(s).
- Prepared and ordered two (2) final site inspection(s) for a RLF client(s).
- Prepared and ordered one (1) lead-based paint assessment(s) for a CDBG client(s).
- Met with three (3) CDBG client(s) and the contractor(s) to prepare them for their future rehabilitation project(s).

- Opened fourteen (14) new CDBG application(s).
- Organized/close-out letter/rehab journal of six (6) CDBG Loan files.
- Spoke with thirty-seven (37) CDBG Rehabilitation Loan inquiries.
- Attended staff meetings.
- Received my notary certificate for CDBG Rehab Loan closings.
- Attended off site USDA Rural Housing meeting.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

The recent major planning activities of Adam Kofoed, Housing Administrator:

- Constructed the meeting packet for the April BCHA board meeting.
- Presented BCHA commissioner comments on gap financing and pursuing an unrestricted fund use policy.
- Attended staff meetings as required or related to my position.
- Attended one (1) Brown County Homeless Coalition meeting.
- Attended one (1) meeting with the BCHA's subcontractor to discuss the May BCHA board meeting.
- Attended one (1) meeting with partnering agencies regarding the BCHA's new Family Unification Program vouchers to establish roles for each agency.
- Attended one (1) webinar from the American Planning Association which involved the best practices for creative place making.
- Completed one (1) repayment agreement with a client who received over payments in the housing voucher program.
- Assisted and attended two (2) individual meetings with BCHA board members to gain an understanding of their future ideas and vision.
- Finalized a contract with four (4) project based vouchers in Denmark.
- Attended the May 1 BC Planning Commission meeting.
- Organized and led a meeting with NeighborWorks regarding our financial assistance to their down payment assistance program.
- Attended The Town of New Denmark visioning session for their comprehensive plan.
- Completed a draft grant and loan agreement with the Broadway Lofts housing project.
- Successfully completed an independent three-day audit for fiscal year 2018.
- Coordinated with the BC Health Department to formulate a memorandum of understanding regarding data sharing with high lead blood level testing.
- Researched the best practices for housing needs assessments and micro-housing.
- Completed quarterly file reviews to inspect the BCHA's subcontractor's quality of work.
- Updated our project based voucher unit inventory.
- Drafted a scope of work for housing affordability reports which the BCHA may conduct for Brown County communities.
- Finalized discussion questions for one on one meetings with BCHA commissioners.
- Continued to work in coordination with the HUD field office in Milwaukee to ensure the BCHA was in compliance with HUD regulations.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Continued work on the Land Records System (GCS) upgrade project. Working on GIS integration. This was a major focus of effort this month, many hours.
- Updated the mailing label generator mapping tools to use GCS data.
- Began work on Census 2020 preparation (block boundary review, etc).
- Continued work on coordinating 2020 aerial photo project and LiDAR topographic mapping.
- Working on a new zoning map for the Village of Pulaski.
- Met with staff from Sheriff, Public Safety Communications, Emergency Management and Esri to discuss potential changes to our Esri software license configuration.
- Worked with the County Executive office on a Land Information Council appointment.
- Continued to update the GIS database (new streets, addresses, etc).
- Continued editing and maintaining the GIS database, web servers, etc.
- Produced maps for the Library, Administration, and other county departments.
- Provided GIS information for various county departments including Parks, County Executive, Highway and others as needed.
- Provided GIS data or other services for private businesses, local governments, state and federal agencies.
- Assisted many other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

Addressing

- Assigned an address in the Town of Glenmore and an address in the Town of Pittsfield.

Section 85.21 Program

- Collected and recorded ridership and invoice data for the month of April.
- Received applications for the 2019 Section 85.21 Program Trust Capital Projects Solicitation.
 - Complied applications, created a memo, and distributed application packages to subcommittee members for review and ranking process.
 - Subcommittee members met on May 17 to review, rank each application and made recommendations.
 - Developed a summary report of the subcommittee's recommendations to the full Brown County TCC.

Performance Measures Report

- Completed analysis of bridge data for the MPO Planning Area. Created a map displaying bridges with a sufficiency rating less than 50 percent.
- Requested 2018 data on port shipping activities.

Other Tasks

- Continue to provide assistance to a staff at the De Pere High School with the ArcMap software program.
- Geocoded student locations and created a map showing student living within 1 mile and 2 miles from the Hillcrest Elementary School.
- Continue to work on an online map and a collector app for a staff at the Green Bay Airport to collect data on lights and signs on the airport runway.

- Completed update to the land use inventory for the Village of Bellevue and Village of Hobart.

Webinars and Meetings

- Participated in the BCPC Board of Directors meeting on May 1. Presented a summary report for the Section 85.21 Program funding contract for Curative Connections.
- Watched the webinar, Creating Active Routes to Everyday Destinations, on May 5.
- Participated in the visioning session for the Town of New Denmark on May 7.
- Participated in PALS staff monthly meetings.

The recent major planning activities of Karl Mueller, Planner I (Transportation):

- Created an outline for the existing conditions chapter of the port opportunities study; created the framework and layout for this chapter, and began drafting the existing conditions chapter of the study.
- Updated the developable area map for the Pulliam Site as part of the Port Opportunities Study (**This item addresses a 2018 TMA recommendation**).
- Assigned two addresses for the Town of Eaton; assigned one address for the Town of Green Bay.
- Met with staff from the City of Green Bay, Dean Haen with the Brown County Port & Resource Recovery Department, and a port terminal operator (**This item addresses a 2018 TMA recommendation**).
- Met with staff from the City of Green Bay, Dean Haen with the Brown County Port & Resource Recovery Department, and a port terminal operator (**This item addresses a 2018 TMA recommendation**).
- Continued working on the land use inventory for the City of Green Bay for the Brown County comprehensive plan.
- Researched and reviewed the statutes, permitting processes, and regulations for the Army Corps of Engineers, Wisconsin DNR, and U.S. EPA for the Port Opportunities Study.
- Attended the visioning session for the Town of New Denmark comprehensive plan update on May 8th, along with other BCPC staff.
- Created an outline for the ADA Transition Plan and began creating the format and layout of the document; started drafting the Introduction chapter of the ADA Transition Plan.
- Developed three maps showing potential port uses at the Pulliam Site as part of the Port Opportunities Study (**This item addresses a 2018 TMA recommendation**).
- Created maps for each municipality in the Metropolitan Planning Area that identifies curb ramps without detectable warning devices as part of the ADA Transition Plan.
- Attended regular BCPC staff meetings.

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 | FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday, May 20, 2019**
at the Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was called to order by Solid Waste Board Chair John Katers at 2:30 pm.

2) Roll Call:

Present: John Katers, Chair
Mark VandenBusch, Vice-Chair
Michael Lefebvre
Mike VanLanen
Norb Dantine
Bill Seleen
Doug Martin
Dave Landwehr

Un-Excused: Bud Harris

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Chad Doverspike, Brown County P&RR
Samantha Jerome, Brown County P&RR
Sara Beine, Foth
Krystal Clark, Foth
Michael Geiger, Town of Holland

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Mike Lefebvre and seconded by Norb Dantine. Unanimously approved.

4) Approval/Modification – Meeting Minutes of April 15, 2019

A motion to approve the April 15, 2019 meeting minutes was made by Mike Lefebvre and seconded by Norb Dantine. Unanimously approved.

5) Announcements/Communications

Dean Haen announced that on June 3rd, 2019 a presentation will be given on the Plan of Operation for the South Landfill in the Town of Holland.

6) Asphalt By-pass Lane Around Transfer Station Scale House

Chad Doverspike stated that three different vendors bid on the RFB for the asphalt by-pass lane. Construction on this should be set to begin in July of this year.

Mike VanLanen asked if Brown County would be able to supply asphalt at a cheaper rate than an outside vendor to which Dave Landwehr answered "no". Mr. Haen explained that the Port & Resource Recovery Department has contacted the Public Works Department and was told that there was no time available to assist with the project.

A motion to approve the Asphalt By-pass Lane Around Transfer Station Scale House bid by KCG Excavating for the amount of \$98,457.75 was made by Mike VanLanen and seconded by Doug Martin. Unanimously approved.

7) South Landfill Construction and Operation Evaluation

Mr. Haen explained that a financial review was completed to determine the best way to construct and operation the South Landfill. The analysis was done by staff and verified by a third party CPA whether or not to publicly or privately excavate and construct the Brown County South Landfill. Additionally, the analysis evaluated whether or not to publicly operate the South Landfill. The options to complete this work include: Option #1: the Resource Recovery Department would hire their own employees and buy equipment so that the construction and excavation would be completed publicly, Option #2: would consist of construction using Public Works Department employees but renting the necessary equipment or Option #3: hire a private contractor to complete the entirety of the work.

The financial review found that the least expensive Construction option would be Option #1; however, the staff recommended to the Solid Waste Board that Option #3 be considered to avoid any uncertainty regarding the efforts to amend the BOW Landfill Agreement.

The financial review found that the least expensive Operation option would be Option #1, hiring public employees and acquiring all necessary equipment.

Mr. Haen noted that action on this item will set in motion Table of Organization changes in 2020 and 2021 necessary to support the recommended options.

A motion to approve the South Landfill Construction and Operation Evaluation by approving staff's recommendations for both Option 3: hiring an outside contractor to excavate with one additional staff and Option 1: to operate landfill by county with two additional staff was made by Mike Lefebvre and seconded by Dave Landwehr. Unanimously approved.

8) Designated Fund Balance Adjustment

Mr. Haen stated that Resource Recovery Department has sent in the capital improvement plan for the South Landfill (SLF) project for the year of 2020. Right now, the department has about \$11 million set aside for the phased construction of the South Landfill. The County will need about \$18 million for this project. Currently, the County has \$7.5 million in cash on hand. The department staff is required to keep 10% of cash on hand in operating cash. This would come out to about \$1.5 million for operating cash so the Department is

recommending that the extra \$6 million be transferred from the cash on hand account to the phased construction account in order to have enough funds for the SLF project.

A motion to approve the Designated Fund Balance Adjustment by transferring \$6.0 million from account 1009.199 equity in Cash Clearing to account 1030.100 Cash Restricted for phased construction was made by Dave Landwehr and seconded by Bill Seleen. Unanimously approved.

9) Transfer Station Projects

Mr. Doverspike explained that three bids came in regarding moving the holding tank at the Waste Transfer Station. Two of those bids were rejected due to paperwork issues. The remaining bid amount was 2 ½ times higher than the two other bids that were rejected. Because of this, the Department will reject the remaining bid and start the process over again, making sure that everyone understands the process of bidding.

10) Recycling Markets

Mark Walter stated that the overall recycling markets continue to decline in value. The market is at \$0 per ton for mixed paper and cardboard is dropping about \$5 per ton every month.

In terms of recyclable containers, aluminum has been trending up and down. Other recyclable containers have been less affected by the markets.

11) Staffing

Mr. Haen stated that the Department has promoted a part-time employee to a full-time position and another two part-time employees have been hired. An intern has been hired for the summer which leaves one more intern spot available.

12) Director's Report

Mr. Haen stated that he had no items to discuss.

13) Such other Matters as Authorized by Law

No other matters.

14) Adjourn

A motion to adjourn was made by Norb Dantine and seconded by Dave Landwehr. Unanimously approved. Meeting adjourned at 3:30 pm.

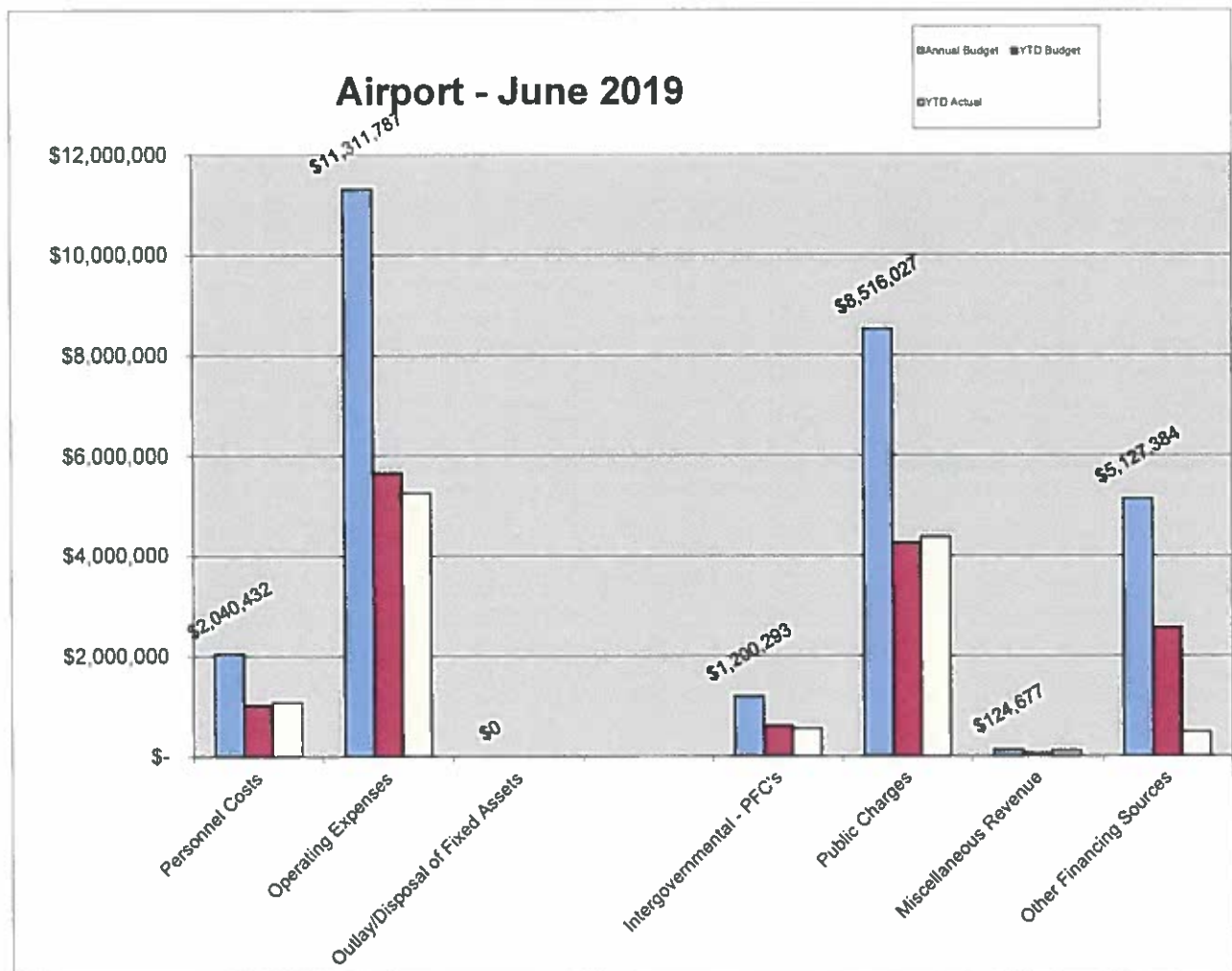
John Katers, Chairman
Solid Waste Board

Dean R. Haen, Director
Port & Resource Recovery Department

**Brown County
Airport
Budget Status Report
June-19**

	Annual Budget	YTD Budget	YTD Actual
Personnel Costs	\$2,040,432	\$1,020,216	\$1,073,577
Operating Expenses	\$11,311,787	\$5,655,894	\$5,252,759
Outlay/Disposal of Fixed Assets	\$0	\$0	\$0
Intergovernmental - PFC's	\$1,200,293	\$600,147	\$552,230
Public Charges	\$8,516,027	\$4,258,014	\$4,367,052
Miscellaneous Revenue	\$124,677	\$62,339	\$107,003
Other Financing Sources	\$5,127,384	\$2,563,692	\$482,113

HIGHLIGHTS
 Operating expenses are trending about 7% under budget.
 Revenue (Public Charges) is trending about 3% above budget.
 July 2019 passenger traffic was up 8.8% over July 2018, resulting in a YTD increase of 6.8%.



Brown County - Planning
Budget Status Report
June 30, 2019

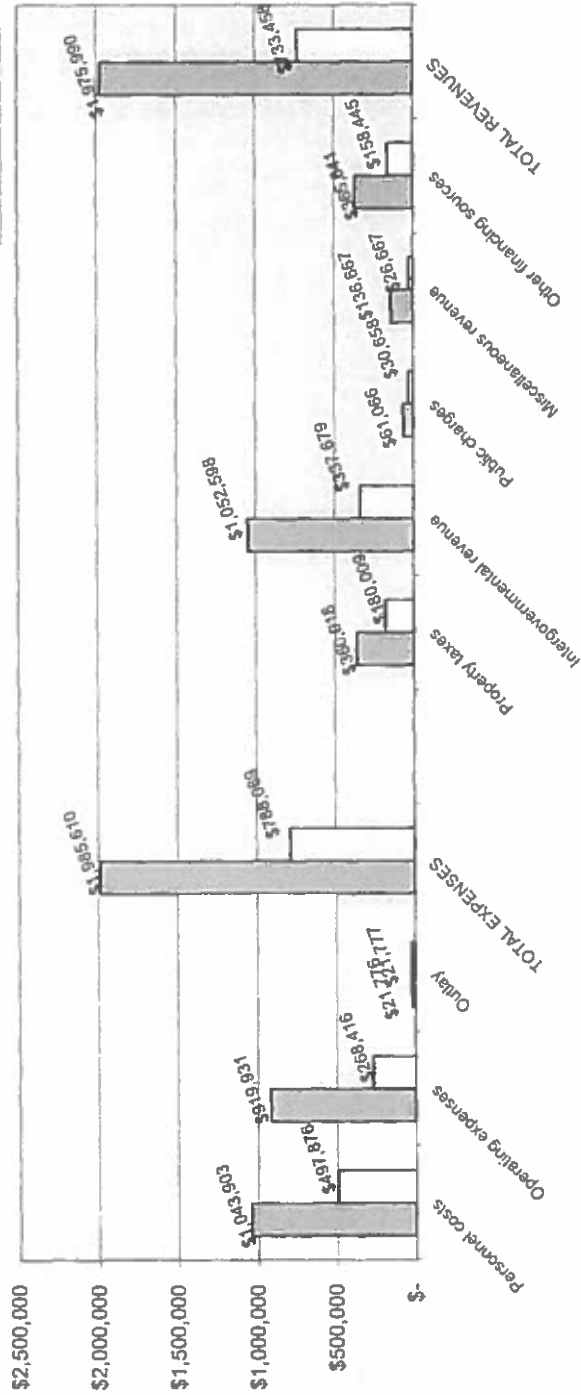
	2019 Amended Budget	2019 YTD Transactions	2018 Amended Budget	2018 YTD Transactions
Personnel costs	\$ 1,043,903	\$ 497,876	\$ 952,817	\$ 408,606
Operating expenses	\$ 919,931	\$ 268,416	\$ 838,717	\$ 281,723
Outlay	\$ 21,776	\$ 21,777	\$ 21,887	\$ -
TOTAL EXPENSES	\$ 1,985,610	\$ 788,069	\$ 1,813,421	\$ 690,330
Property taxes	\$ 360,018	\$ 180,009	\$ 363,314	\$ 181,657
Intergovernmental revenue	\$ 1,052,598	\$ 337,679	\$ 963,731	\$ 346,437
Public charges	\$ 61,066	\$ 30,658	\$ 54,500	\$ 32,995
Miscellaneous revenue	\$ 136,667	\$ 26,667	\$ 56,667	\$ 26,767
Other financing sources	\$ 365,641	\$ 158,445	\$ 364,152	\$ 109,257
TOTAL REVENUES	\$ 1,975,990	\$ 733,458	\$ 1,802,364	\$ 697,112

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: All categories are at or near expectations.

Planning - June 30, 2019 - Unaudited



Brown County - Property Listing
Budget Status Report
June 30, 2019

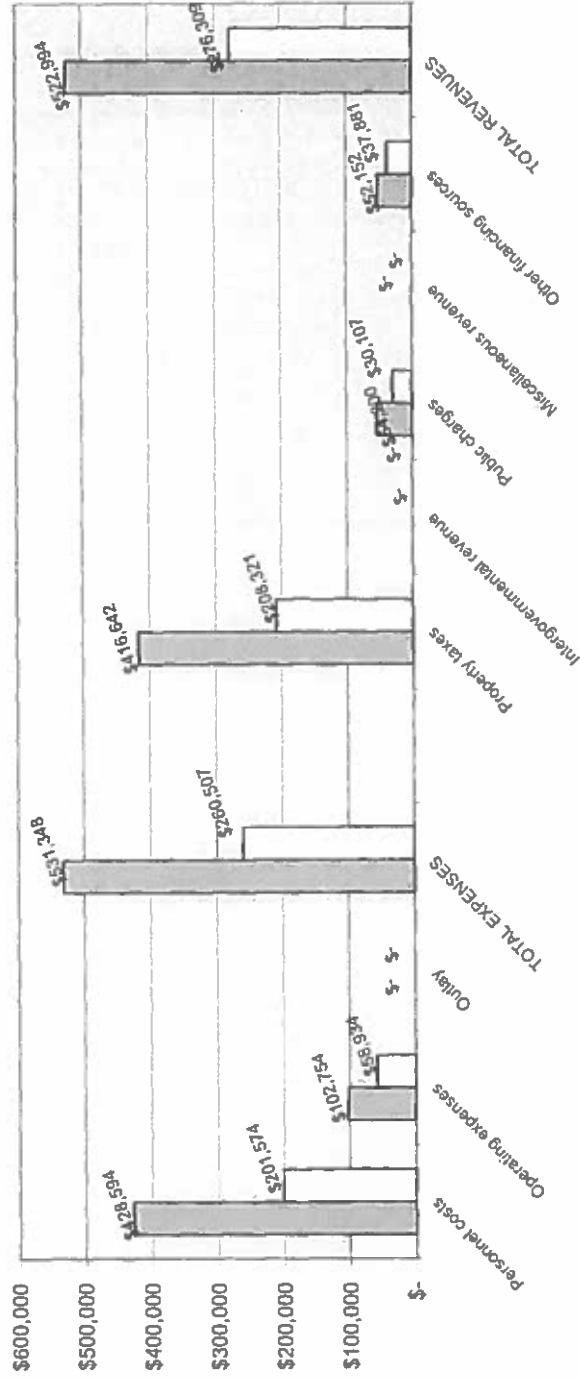
	2019 Amended		2018 YTD	
	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 428,594	\$ 201,574	\$ 424,460	\$ 183,873
Operating expenses	\$ 102,754	\$ 58,934	\$ 107,376	\$ 62,248
Outlay	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 531,348	\$ 260,507	\$ 531,836	\$ 246,121
Property taxes	\$ 416,642	\$ 208,321	\$ 417,116	\$ 208,558
Intergovernmental revenue	\$ -	\$ -	\$ 3,000	\$ -
Public charges	\$ 54,200	\$ 30,107	\$ 52,750	\$ 38,367
Miscellaneous revenue	\$ -	\$ -	\$ -	\$ 300
Other financing sources	\$ 52,152	\$ 37,881	\$ 52,182	\$ 36,317
TOTAL REVENUES	\$ 522,994	\$ 276,309	\$ 525,048	\$ 283,561

HIGHLIGHTS:

Expenditures: All expenditures are within anticipated levels.

Revenues: All revenues are progressing as anticipated.

Property Listing - June 30, 2019 - Unaudited



Brown County - Zoning
Budget Status Report
June 30, 2019

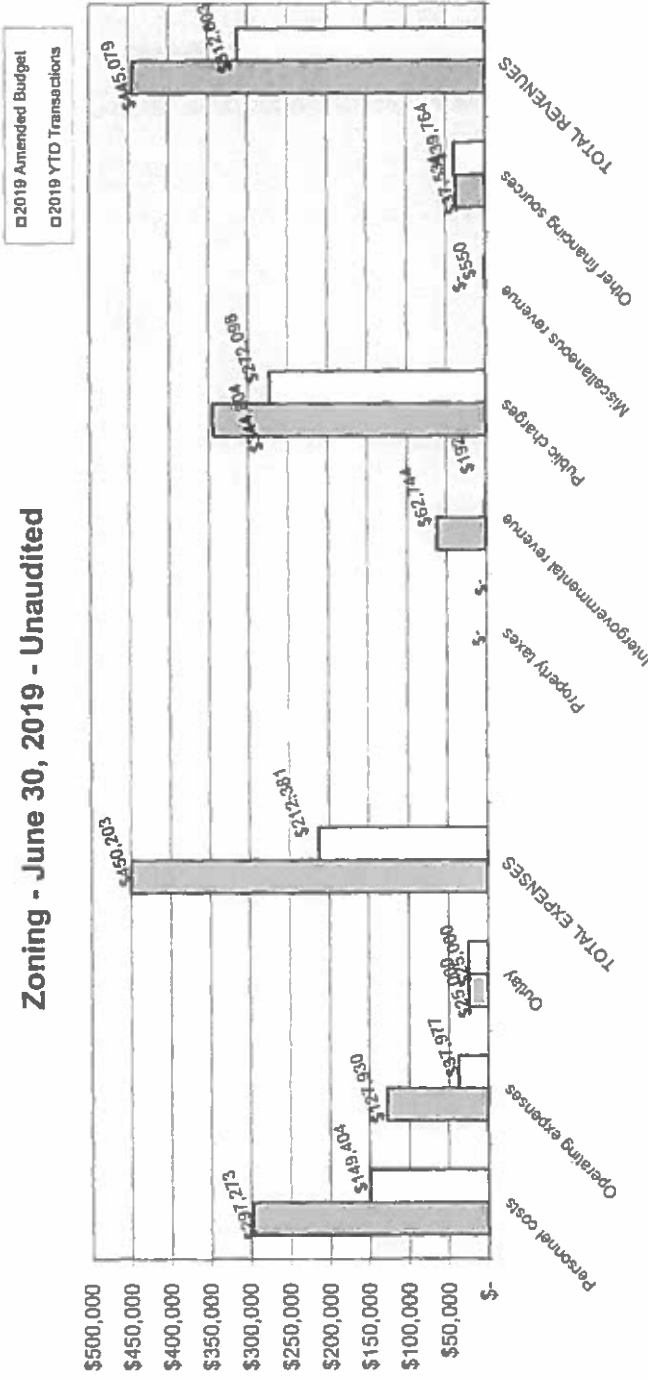
	2019 Amended Budget	2019 YTD Transactions	2018 Amended Budget	2018 YTD Transactions
Personnel costs	\$ 297,273	\$ 149,404	\$ 298,698	\$ 139,771
Operating expenses	\$ 127,930	\$ 37,977	\$ 124,551	\$ 41,342
Outlay	\$ 25,000	\$ 25,000	\$ 25,000	\$ -
TOTAL EXPENSES	\$ 450,203	\$ 212,381	\$ 448,250	\$ 181,113
Property taxes	\$ -	\$ -	\$ -	\$ -
Intergovernmental revenue	\$ 62,744	\$ 192	\$ 62,502	\$ -
Public charges	\$ 344,804	\$ 272,098	\$ 368,282	\$ 282,187
Miscellaneous revenue	\$ -	\$ 550	\$ -	\$ 550
Other financing sources	\$ 37,531	\$ 39,764	\$ 13,308	\$ 3,085
TOTAL REVENUES	\$ 445,079	\$ 312,503	\$ 444,092	\$ 285,823

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: Public charges for P.O.W.T.S. program are progressing as planned.

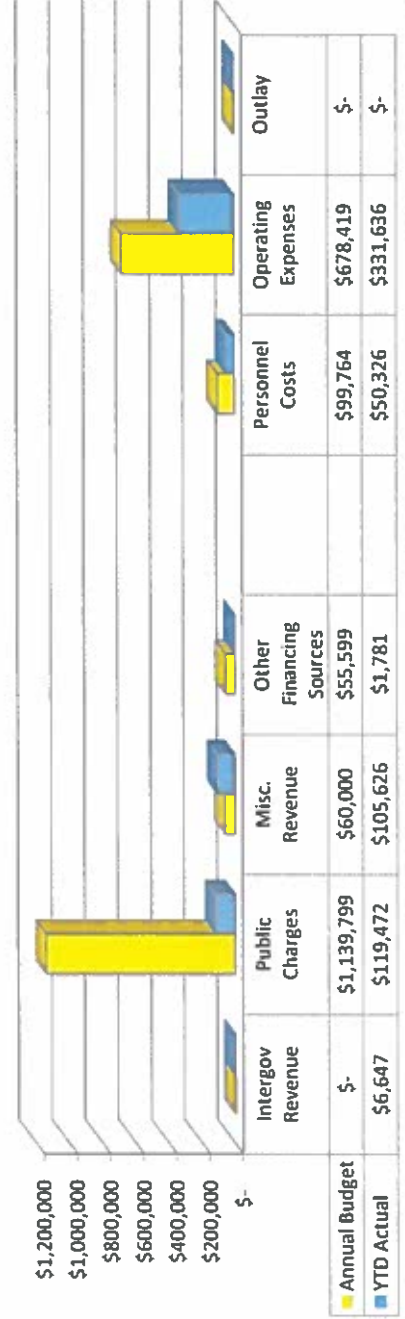
Zoning - June 30, 2019 - Unaudited



Brown County Port & Resource Recovery Department Port Area Budget Status Report June 30, 2019

		Annual Budget		YTD Actual	YTD %	YTD Total	Comments
Revenue	Intergov Revenue	\$	-	\$ 6,647	-		Public Charges is expected revenue generated by dredge material placed at Bay Port throughout the year. Variation due to an unbudgeted private dredging project that happened and the placement of dredged material from the federal dredging project at Cat Island instead of Bay Port. Misc. Revenue is interest earned and includes the market valuation on a specific day. Variation is the change in market value not actual cash value. Other Financing Sources is the transfer in from Harbor 217 (Corps Public Charges) to Port General that will occur as an actual amount upon closure of the fiscal year by Finance. Personnel costs were on target. Operating Expenses will be under budget for the year.
	Public Charges	\$	1,139,799	\$ 119,472	10%		
	Misc. Revenue	\$	60,000	\$ 105,626	176%		
	Other Financing Sources	\$	55,599	\$ 1,781	3%		
	Total			\$ 233,527.34			
Expenses	Personnel Costs	\$	99,764	\$ 50,326	50%		
	Operating Expenses	\$	678,419	\$ 331,636	49%		
	Outlay	\$	-	\$ -	-		
	Total			\$ 381,961.39			

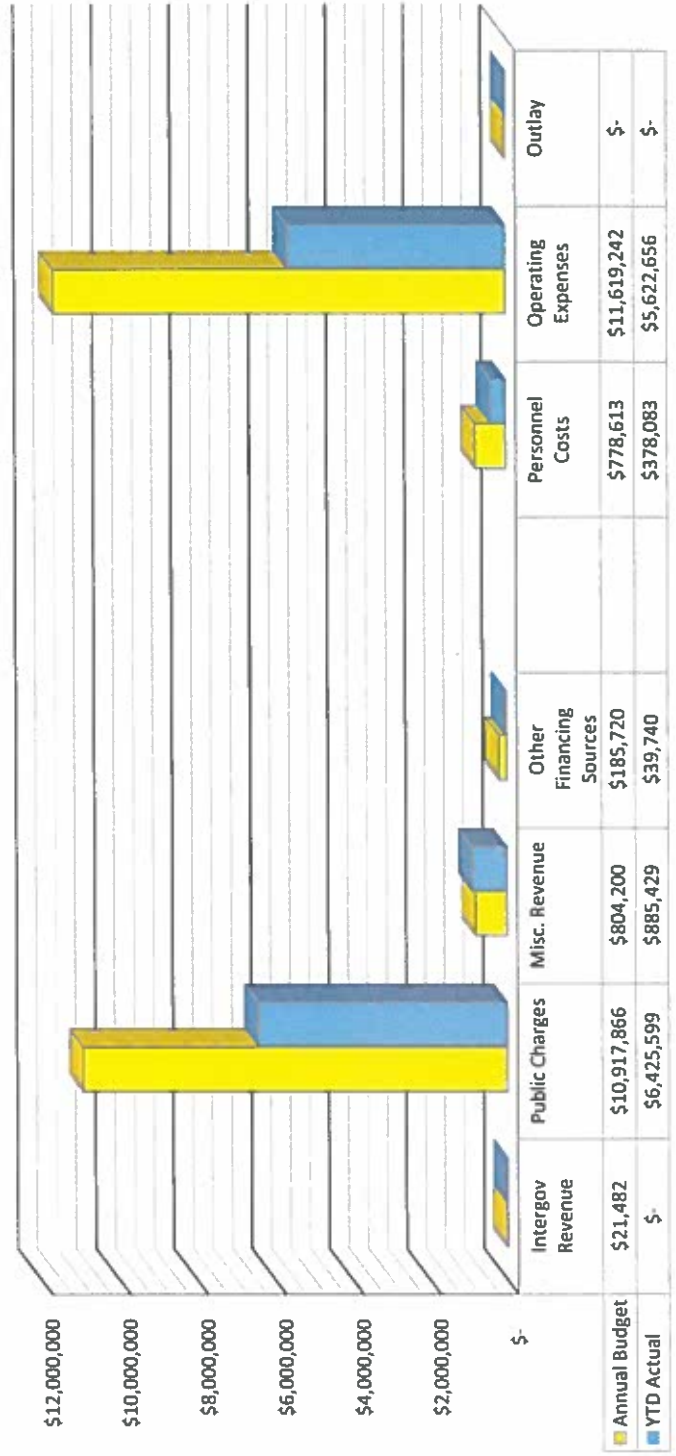
Port - June 30, 2019



Brown County Port & Resource Recovery Department Resource Recovery Area Budget Status Report June 30, 2019

Annual Budget		YTD Actual	YTD %	YTD Total	Comments
Revenue					
Intergov Revenue	\$ 21,482	\$ -	0%		
Public Charges	\$ 10,917,866	\$ 6,425,599	59%		
Misc. Revenue	\$ 804,200	\$ 885,429	110%		
Other Financing Sources	\$ 185,720	\$ 39,740	21%	\$ 7,350,767	Intergovernmental Revenue difference reflects a HMR grant of \$21,482 not yet recognized. Public Charges will trend higher than budgeted due to increase solid waste tonnage. Misc. Revenue is expected BOW proceeds (\$500,000) and interest earned and includes the market value on a specific day. Other Financing Sources is the intrafund transfer out from General to HMR that will occur at the end of the year. Variations is the change in market value not actual cash value. Personnel costs and Operating Expenses were slightly lower than budgeted.
Expenditures					
Personnel Costs	\$ 778,613	\$ 378,083	49%		
Operating Expenses	\$ 11,619,242	\$ 5,622,656	48%		
Outlay	\$ -	\$ -	-	\$ 6,000,739	

Resource Recovery - June 30, 2019

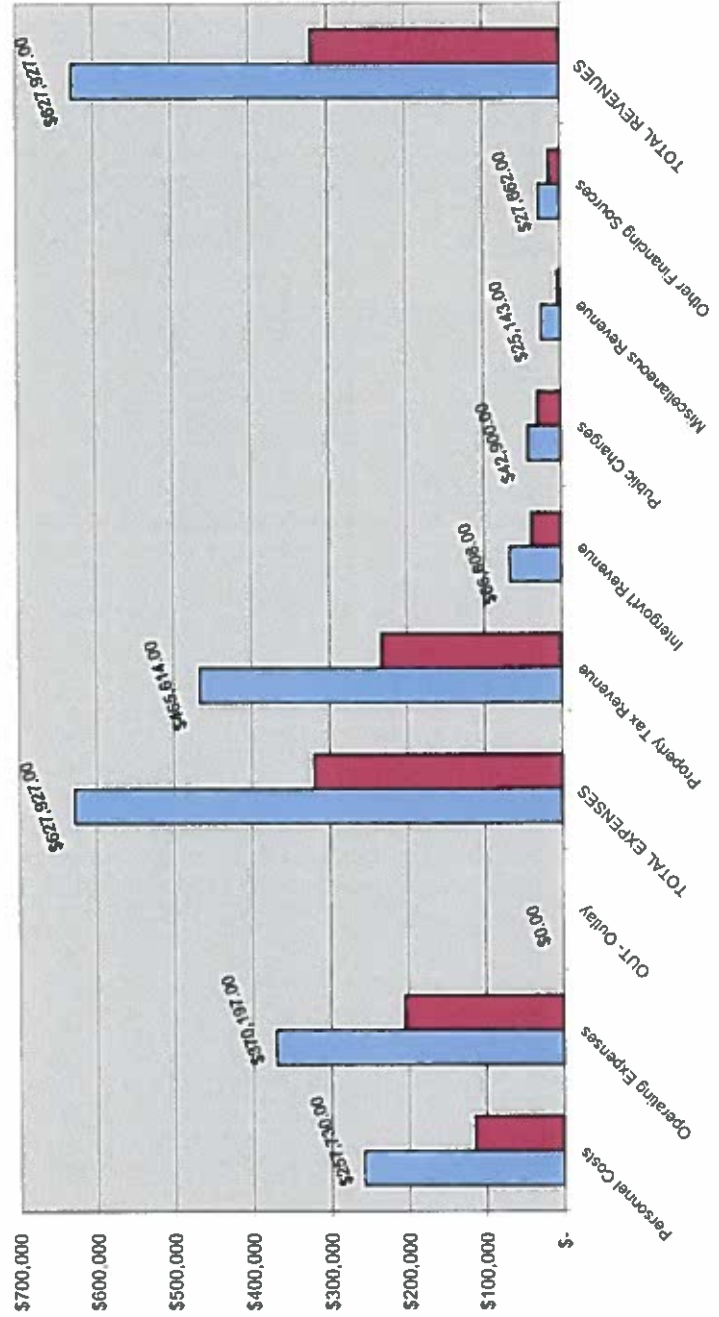


Brown County UW-Extension
Unaudited
June 30, 2019

	<u>2019 Amended</u>	<u>2019 YTD</u>	<u>2018 Amended</u>	<u>2017 YTD</u>
	<u>Budget</u>	<u>Transactions</u>	<u>Budget</u>	<u>Transactions</u>
Personnel Costs	\$257,730.00	\$114,952.10	\$246,287.00	\$197,698.51
Operating Expenses	\$370,197.00	\$205,005.01	\$378,315.00	\$364,834.80
OUT - Outlay	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENSES	\$627,927.00	\$319,957.11	\$624,602.00	\$562,533.31
Property Tax Revenue	\$465,614.00	\$232,807.02	\$473,697.00	\$473,697.00
Intergov't Revenue	\$66,608.00	\$38,889.90	\$43,111.00	\$49,106.20
Public Charges	\$42,900.00	\$30,166.39	\$47,890.00	\$49,097.59
Miscellaneous Revenue	\$25,143.00	\$3,835.78	\$35,365.00	\$14,732.89
Other Financing Sources	\$27,662.00	\$15,086.11	\$24,539.00	\$25,075.40
TOTAL REVENUES	\$627,927.00	\$320,785.20	\$624,602.00	\$611,709.08

June 30, 2019

2019 Amended Budget



Hemery, David P.

From: Kalny, James M. <jkalny@dkattorneys.com>
Sent: Monday, August 12, 2019 4:11 PM
To: Hemery, David P.
Cc: Bill Verbeten
Subject: CUP process in the Town of Wrightstown

Dear Mr. Hemery,

We are in receipt of the e-mail below. As requested we forwarded your communication to the Planning Commission and placed it on the agenda of their August 5 special meeting. After brief discussion, the commission authorized me to respond by explaining where the Town is in the conditional use permit (CUP) process with regard to the digester application.

As the digester is a listed conditional use in the Town's Ag Farmland Preservation Zone, the Town clerk forwarded the application of BC Organics to the Town Planning commission to gather substantial evidence (as defined in the statutes and ordinance) regarding the proposed use and any conditions that should be imposed to protect the public interest. The Town of Wrightstown planning commission has had 4 meetings to date for that purpose. At each of these meetings the Commission allowed the public to be heard.

At the August 5 meeting the commission considered 37 questions that had been voiced by citizens and board members including the 4 questions posed by the county in your correspondence. A representative of the DNR clean water program was there to address the questions as well as the applicant.

The Commission has asked that staff compile the findings from the meetings and assist in making recommendations for the next meeting.

The next step in the process is to create recommendations to the Town Board regarding the proposed use and any conditions that should be imposed. The Planning Commission will be meeting on August 21 for that purpose.

The conditional use process requires a public hearing before the Town Board (preceded by a class 2 notice) prior to the Town Board making its decision. As provided by Town ordinance and state law the requirements and conditions considered in the granting of a conditional use must be reasonable and, to the extent practicable, measurable. The applicant must demonstrate that the application and all requirements and conditions established by the town relating to the conditional use are or shall be satisfied, both of which must be supported by substantial evidence. All determinations, including whether to approve or deny the CUP, shall be based on substantial evidence produced and not on conjecture and mere opinion. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the town ordinance or those imposed by the town board, the town shall grant the conditional use permit. (see Section 60.61 (4e) Wis. Stats.) The Town intends to use the public hearing to gather the required evidence to support any conditions and to form the basis for the Town Board's decision.

The public hearing is in the process of being noticed for September 4. The likely course would be that the Town Board would act on the information formally put in the record on the 4th at its regular meeting of the 11th of September.

If you have any questions, please contact me.

Very Truly Yours,

Jim Kalny

Attorney for the Town of Wrightstown.

From: "Hemery, David P." <david.hemery@browncountywi.gov>
To: "Bill Verbeten" <williamverbeten@yahoo.com>, "Ron Diny" <rddiny@gmail.com>, "Juedes@sbcglobal.net" <juedes@sbcglobal.net>
Cc: "ME" <tcmarzahl@centurytel.net>
Sent: Thursday, July 25, 2019 3:36:05 PM
Subject: Proposed Anaerobic Digester



Chairperson Verbeten, and Supervisors Diny and Juedes:

Good afternoon.

This email is to inform you that the Brown County Planning, Development and Transportation (PD&T) Committee met last Monday, 07-22-2019, and requested that I forward a Communication they discussed to the Town of Wrightstown (the Town). Given your positions with the Town, I felt the information would best be received by the three of you, to do with as you see fit. I also cc'd in your Town Clerk, Donna Martzahl, in case she is in a better position to get this information where it needs to go.

At the 07-22-2019 PD&T Committee meeting, the Communication of two County Supervisors was on the Agenda. The Communication raised some concerns regarding a lack of available information about the Anaerobic Digester (the Digester) proposed to be built in the Town of Wrightstown (the Town), and requested that an expert be retained to render an opinion regarding several questions. The PD&T Committee did not approve of hiring an expert at County (or other) expense, but did note the importance of keeping local water and the environment clean, and felt it prudent to have me forward the Communication to the Town as the issue of whether or not to grant a Conditional Use Permit for the Digester rests squarely with the Town's Planning Commission and/or Board.

I want to emphasize here that the County is not attempting in any way to interfere with the Town's business. The Communication mentioned above has not yet even been considered by our full County Board, and won't be until they meet on 08-21-2019 at the earliest. The directive to forward the Supervisor's Communication to the Town was solely that of the PD&T Committee, as opposed to coming from our full County Board. The PD&T Committee felt the need to get the information to you prior to your Planning Commission meeting on 08-05-2019, and felt that the more information/suggestions provided to the Town to consider during its decision making process, the better.

I'm hoping that Chairperson Verbeten, as Chair of the Town Board and as a member of the Planning Commission, or another of you will share this email with Planning Commission members (I was unable to locate the email addresses of other Planning Commission members).

The Communication reads as follows:

=====

Communication from Supervisors Deslauriers and Van Dyck re: That Brown County hire a waste water expert in the field of anaerobically digested dairy manure, selected at the discretion of the County Board and paid for by BC Organics, to determine the following:

**If the waste water discharge permit the developer is seeking would allow more phosphorus to be released in to the East River watershed.*

**If the discharge and emissions from the digester would be detrimental to the environment or potentially harmful to Brown County residents.*

** If the waste water treatment methodology being proposed by BC Organics is first time this technology has been installed and continuously operated at a manure digester that discharges treated waste water as clean water.*

** If the waste water treatment methodology has not been proven viable on this scale for an anaerobic dairy manure digester.*

If any of these conditions are found to be true by the hired expert, that Brown County, to the extent is has the ability to do so, deny any land lease, deny any easement, and withdraw any support for BC Organics to construct or operate the proposed industrial manure digester in District 20.

=====

Finally, the PD&T Committee also desired to have an update on the status of the Digester regarding where things are at in the Town's processes. If one of your staff, and/or the Town attorney, would be kind enough to provide that it would be much appreciated, and I'd make sure to get any such response to our PD&T Committee.

Thank you for your time and attention to this matter.

Very truly yours,

/s/

David P. Hemery, Brown County Corporation Counsel

WI Bar Number: 1033291

Phone: (920) 448-4006

Fax: (920) 448-4003

Mailing Address: P.O. Box 23600, Green Bay, WI 54305-3600

Physical Address: 305 E. Walnut St., Suite 680, Green Bay, WI 54301

This email message and any attachments may contain privileged or confidential information that is intended only for the use of the recipient(s) named above. If you have received this message in error, please notify us immediately and destroy the message.

Port & Resource Recovery Department

Director's Report

August 2019

South Landfill Plan – The Plan of Operation has submitted to DNR. DNR is determining completeness. Approval of the Plan of Operation is expected by the end of the year. Excavation of the South Landfill will start next April. Wetland permit was recently approved by WDNR, awaiting U.S. Army Corps of Engineers approval. Air permit was submitted for WDNR approval. Staff is also working on a strategy to utilize the rate stabilization fund to lessen the tipping fee increases that will result from construction the new south landfill in 2022.

BOW Revised and Amended Agreement – BOW staff and consultants have determined that the BOW partnership saved municipalities and private companies millions of dollars. BOW staff has determined the BOW partnership should continue beyond the existing agreement. Staff is working on a new revised and amended agreement with DeWitt law firm. The approval request will occur in early 2020.

Pulliam Plant – The Brown County Planning Department has started the land use study that will be completed by September 2019. Meetings are being held with stakeholders and interested parties. A City/County collaboration memo was signed by Mayor and Executive to WPS. Efforts are underway to secure \$1.5M in state funds to conduct the due diligence. The County/City goal for the property is for it to be used for its highest and best use as industrial-related port property. The back acres of the WPS property may serve as a truck/rail intermodal facility. The project will need to include port growth opportunities to maximize state and federal grant by creating jobs, infrastructure and economic development opportunities.

Renard Island End-use Plan – Staff has been meeting with interested stakeholders to gauge investment interest. The draft plan is being shared with key stakeholders and then the advisory committee. The final plan will be presented at a future County Board meeting. PDT, Ed & Rec and Harbor Commission may meet prior to County Board for approval.

Solid Waste Transfer Station Modifications – Construction is underway. The building is currently being expanded, new scale installed, by-pass lane is prepped and ready for asphalt. Overhead signage and kiosks will be installed in September. Scale software training is also scheduled for September.

Events – Staff is successful worked on working the following events; Tallship Festival is July 26-28. American Great Lakes Port Association Annual Meeting in Green Bay August 8-9 and Wisconsin Commercial Ports Association Meeting in Manitowoc August 16-17.

Open Position Form

Port and Resource Recovery Department

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
PT Associate	January 1		Hold	

15

19-069

BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- | | | |
|---------------------------------------|--|--|
| <input type="checkbox"/> 1 | Reallocation from one account to another in the same level of appropriation | Dept Head |
| <input type="checkbox"/> 2 | Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> • Reallocation to another account strictly for tracking or accounting purposes • Allocation of budgeted prior year grant not completed in the prior year | Director of Admin |
| <input type="checkbox"/> 3 | Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation | County Exec |
| <input type="checkbox"/> 4 | Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) | County Exec |
| <input type="checkbox"/> 5 a) | Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee |
| <input type="checkbox"/> 5 b) | Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation. | Oversight Comm
7/17 County Board |
| <input type="checkbox"/> 6 | Reallocation between two or more departments, regardless of amount | Oversight Comm
7/17 County Board |
| <input checked="" type="checkbox"/> 7 | Any increase in expenses with an offsetting increase in revenue | Oversight Comm
7/17 County Board |
| <input type="checkbox"/> 8 | Any allocation from a department's fund balance | Oversight Comm
7/17 County Board |
| <input type="checkbox"/> 9 | Any allocation from the County's General Fund | Oversight Comm
Admin Committee
7/17 County Board |

Justification for Budget Change:

The UW-Extension Community Garden Program received a grant from United Healthcare for construction of tabletop garden beds, vouchers for the teen farmers' market program market, Church Road community garden road repair, and garden soil improvement.

Fiscal Impact \$2,500

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.4309	Other Grants	\$2,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5300	Supplies	\$1,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.083.001.5307.400	Repairs & Maintenance Grounds	\$1,000
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

EO 8/7/19

AUTHORIZATIONS

Judy Knudsen
Signature of Department Head
Department: UW Extension
Date: 07/11/2019

[Signature]
Signature of DOA or Executive
Date: 8/19/19

September 18, 2019

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE
FOR UW EXTENSION - ADD HOURS FOR LTE
AFTER SCHOOL INSTRUCTORS

WHEREAS, the U.W. Extension received additional grant funding from the Green Bay Area Public School District to add hours to their LTE After School Instructor position ("Position") to provide after school programming; and

WHEREAS, the school district will reimburse all expenses related to this position; and

WHEREAS, should the funding be eliminated, the Position will end and be eliminated from the U.W. Extension table of organization; and

WHEREAS, Human Resources in conjunction with U.W. Extension recommends, for the above-stated reasons, the deletion of a (0.26) FTE LTE After School Instructor position and the addition of a (0.33) FTE LTE After School Instructor position to the U.W. Extension table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that it hereby approves of deleting the (0.26) FTE LTE After School Instructor position, and adding a (0.33) FTE LTE Life Skills Educator position, to the U.W. Extension table of organization, as described above and below in the Budget Impact section of this Resolution; and

BE IT FURTHER RESOLVED, that, should said funding end for this position, then this Position will end and be eliminated from the U.W. Extension table of organization.

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Budget Impact: UW Extension

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE After School Instructors \$17.00/hr Position # 501.900.083 Hours: 550	0.26	Deletion	(\$9,350)	(\$917)	(\$10,267)
LTE After School Instructors \$17.00/hr Position # 501.900.083 Hours: 691	0.33	Addition	\$11,747	\$951	\$12,698
Funding from Green Bay Area Public Schools					(\$2,431)
Annualized Budget Impact					-0-

Partial Year Budget Impact (9/23/19-12/31/19)	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE After School Instructors \$17.00/hr Position # 501.900.083 Hours: 550	0.26	Deletion	(\$2,517)	(\$256)	(\$2,773)
LTE After School Instructors \$17.00/hr Position # 501.900.083 Hours: 691	0.33	Addition	\$3,163	\$256	\$3,419
Funding from Green Bay Area Public Schools					(\$646)
Partial Budget Impact					-0-

Fiscal Note: This resolution does not require an appropriation from the General Fund. The increase is offset by funding from Green Bay Area Public Schools.

Respectfully submitted,
PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

19-059R
Authored by Human Resources
Final Draft Approved by Corporation Counsel's Office

HUMAN RESOURCES

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 7-1-19
REQUEST TO: Planning, Development & Transportation, Executive, and County Board
MEETING DATE: 8/26/19, 9/9/19 and 9/18/19, respectively
REQUEST FROM: Judy Knudsen
Director
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING TABLE OF ORGANIZATION CHANGE FOR UW EXTENSION ADD HOURS FOR LTE AFTERSCHOOL INSTRUCTORS

ISSUE/BACKGROUND INFORMATION:

Extension provides Afterschool programming for the Green Bay Area Public School District. Additional sessions will be added for the 2019 fall semester, resulting in the need for an additional Afterschool Instructor position. The school district will reimburse all expenses related to this position.

ACTION REQUESTED:

Delete 0.26 LTE After School Instructor; Add 0.33 LTE After School Instructor

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. What is the amount of the fiscal impact? \$0
2. Is it currently budgeted? ☐ Yes ☐ No ☒ N/A (if \$0 fiscal impact)
 - a. If yes, in which account? _____
 - b. If no, how will the impact be funded? Funding provided by Green Bay Area Public School District
 - c. If funding is from an external source, is it one-time ☐ or continuous? ☐
3. Please provide supporting documentation of fiscal impact determination.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

**EMPLOYEES WORKING OVER 12 HRS. IN A 24 HR. PERIOD REPORT
BROWN COUNTY AUSTIN STRAUBEL INTERNATIONAL AIRPORT**

August – 2019

[illegible]

BROWN COUNTY
GREEN BAY AUSTIN STRAUBEL INT'L AIRPORT

Departmental Openings Summary
To: Planning, Development & Transportation Committee
From: Airport

8/19/2019

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Maintenance Mechanic - Airfield	7/6/2019	Resigned	Fill	Offer accepted, starting in about 30 days.

1:12 PM

8/20/2019

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Tabulation Record / Intent to Award Documentation

305 E Walnut Street, Green Bay, WI 54305 Phone (920) 448-4040 Fax (920) 440-4036
 Web: www.co.brown.wi.us

Project Number: 2336
 Project Name: Airport Pay Parking Lot Repaving
 Type of Project (RFB, RFP, RFQ): RFB
 Purchasing Representative:
 Date DeNaur: August 15, 2019
 Due Date: August 15, 2019
 Opening Date: August 15, 2019
 Location: Brown County Clerk's Office
 Northern Building, 2nd Floor, Room 201

	CONTRACTOR	CITY, STATE	BASE BID	ALTERNATE BID 1	ALTERNATE BID 2	ALTERNATE BID 3	BIDDERS PROOF OF RESPONSIBILITY SUBMITTED BY 11:00AM ON AUGUST 10, 2019	BIDDERS CERTIFICATE	BID BOND	Addenda Acknowledged?			Intent To Award
										ADD 1 - Site Visit	ADD 2 - Updates to Project Details		
1	Northeast Asphalt Inc.		\$ 72,630.00	\$ 23,640.00	\$ 23,640.00	\$ 900.00	Yes	Yes	Yes	Yes	Yes		
2	MCC Inc.		\$ 87,743.49	\$ 26,331.48	\$ 26,119.73	\$ 1,630.00	Yes	Yes	Yes	Yes	Yes		

PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: August 26, 2019
RE: #2329 Resch Center LED Lighting

The project will replace the existing incandescent lights and building controls with dimmable, colorable, entertainment quality LED lights in the Resch Center bowl. The incandescent lights are at the end of their useful life (original from the Resch Center construction). The new LED lights will meet the needs of the Resch Center for many years to come. The funding for this project was approved by the Veterans Memorial Complex Committee (VMCC).

The base bid for the project was estimated at \$550,000. The total amount budgeted was \$680,000 to cover the possibility of approving alternative bids – especially the building controls.

Alternative Bid #1 allows for color changing LED lights.

Alternative Bid #2 allows for building control upgrades, including the lighting controls.

Alternative Bid #3 allows for aisle lighting (determined by PMI to not be needed at this time).

ACTION REQUESTED:

Award the contract to Elmstar Electric in the amount of \$579,445 for the Base Bid plus Alternative Bids #1 and #2.

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Tabulation Record / Intent to Award Documentation

305 E. Walnut Street, Green Bay, WI 54305 Phone: (920) 448-4040 Fax: (920) 440-4038
Web: www.co.brown.wi.us

Project Number:	2329			
Project Name:	Resch Center LED Upgrade			
Type of Project (RFB, RFP, RFQ):	RFB			
Purchasing Representative:	Dale DeNamur			
Due Date:	August 9, 2019	11:00 AM	Location:	Brown County Clerk's Office Northern Building, 2nd Floor, Room 201
Opening Date:	August 9, 2019	11:00 AM	Location:	

	CONTRACTOR	CITY, STATE	BASE BID	BID ALTERNATE 1	BID ALTERNATE 2	BID ALTERNATE 3	BIDDERS PROOF OF RESPONSIBILITY SUBMITTED BY 11:00AM ON AUGUST 4, 2019	BIDDERS CERTIFICATE	BID BOND	Addenda Acknowledged?			Intent To Award
										ADD 1 - Site Visit	ADD 2 - Q & A	ADD 3 - Updated Cost Sheet	
1	Elmstar Electric	Kaukauna, WI	\$ 432,729.00	\$ 43,478.00	\$ 103,240.00	\$ 138,744.00	Yes	Yes	Yes	Yes	Yes	Yes	

Bid Alternative 1 = color changing lights

Bid Alternative 2 = building controls & LED light controls

Bid Alternative 3 = aisle lighting

Recommend Approving:

Base Bid + #1 and #2 = \$579,445

PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T & Public Safety Committees

FROM: Paul Fontecchio, P.E.

DATE: August 26, 2019 & September 10, 2019

RE: Courthouse Security Report

Background:

Supervisor Brusky made a communication at the May County Board meeting which was referred to the June 5th Public Safety meeting. It stated: *"To ensure that a smooth and dutiful integration of improved security at the Brown County Courthouse can be made, that is in compliance with Wisconsin Supreme Court Rule 68.06, that the Director of Public Works and Administration work with the Brown County Sheriff on the design, planning, financial resources and implementation of the needed improvements at the courthouse that preserve its character and aesthetics."*

The motion at the June 5th Public Safety meeting was: *"Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to bring the same report from the August PD&T Committee to the September Public Safety Committee."* Motion Carried Nay: Nicholson.

Conceptual Location, Layout, & Estimate:

The Sheriff, Public Works Director, and the Concord Group reviewed the courthouse site. There was not adequate space inside the existing courthouse footprint for a security screening location. The north side of the courthouse was chosen as the best location to build a potential security addition because it would involve the least amount of site grading and have the least amount of structural issues. In addition, the four existing sidewalks leading to the new front door would make for an attractive focal point to the new building entryway. See the attached Concept Location Map.

After reviewing the Winnebago County Courthouse security addition layout, Public Works, working with the Sheriff, drafted a conceptual layout for a possible Brown County Courthouse security addition for estimating purposes. See the attached Conceptual Layout.

The Concord Group prepared a Project Feasibility Budget (PFB) for the addition. For budgeting purposes, Brown County should use \$1.95 million for the project, which includes the design, permits, equipment, and construction administration. This does not include any ongoing staffing/operational costs if this project is build. The relatively high cost for the project is due to the retrofitting involved with an older building, the historic nature of the building and getting materials to match the original building, and being conservative with the estimate for budgetary purposes (there are many unknowns at this time). See the attached PFB.

This project is currently an unfunded and unscheduled project.



PROJECT
Courthouse Security Addition

JOB NO.

SUBJECT
Concept Location

SHEET NO.

OF

ORIGINATED BY
BCPW

DATE
7/10/19

CHECKED BY

DATE

CALC. NO.

REV. NO.

PROJECT LOCATION MAP



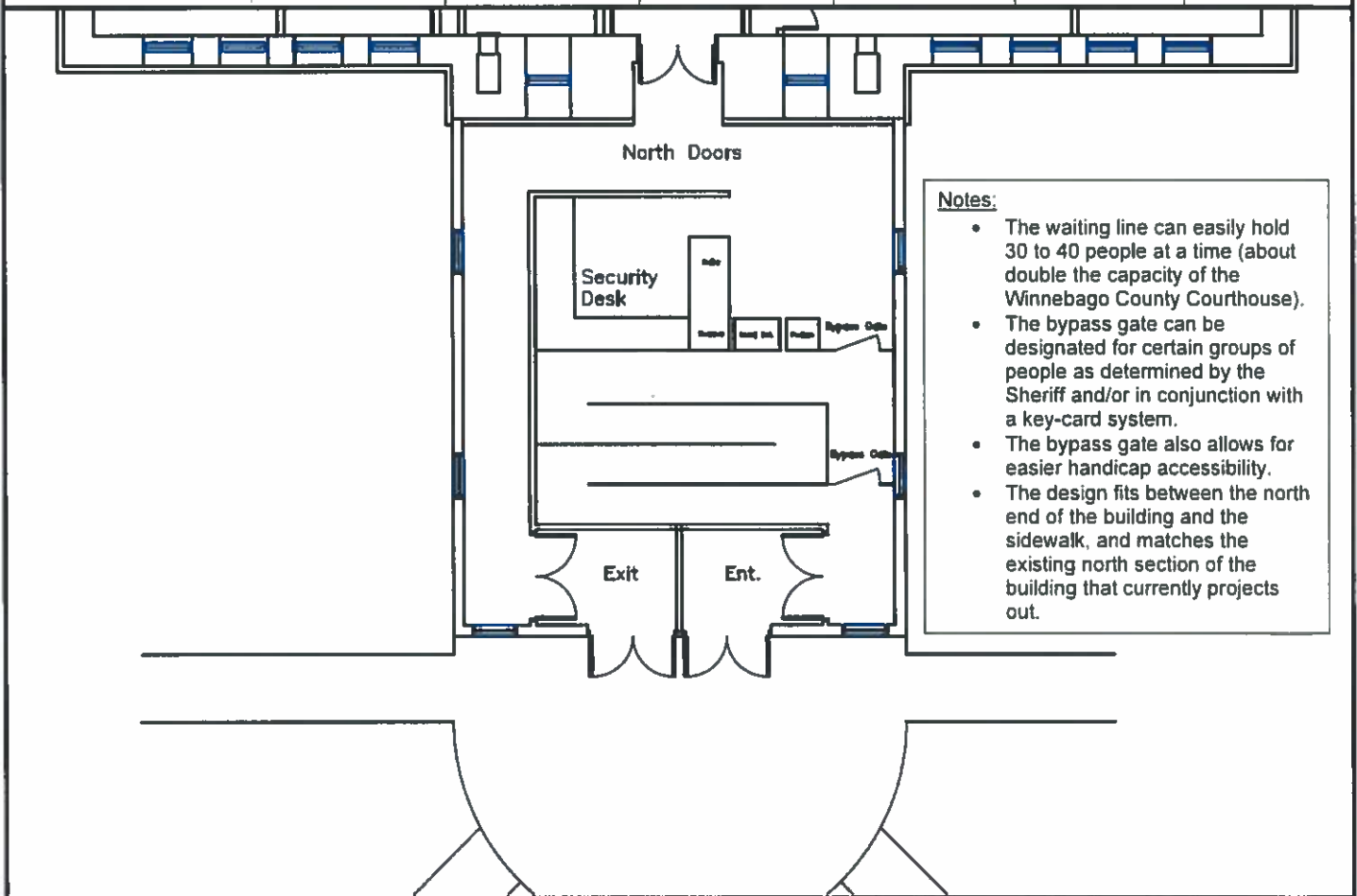
- North side of Courthouse has the least amount of grade and structural issues.
- All four sidewalk paths would lead to the new main entrance.

- North entrance is closest to the Walnut St. Parking Ramp.
- Match historic building exterior with addition.



PROJECT Courtthouse Security Addition				JOB NO.	
SUBJECT Conceptual Layout				SHEET NO.	
				OF	
ORIGINATED BY BCPW	DATE 7/17/19	CHECKED BY	DATE	CALC. NO.	REV. NO.

PROJECT LOCATION MAP



Notes:

- The waiting line can easily hold 30 to 40 people at a time (about double the capacity of the Winnebago County Courthouse).
- The bypass gate can be designated for certain groups of people as determined by the Sheriff and/or in conjunction with a key-card system.
- The bypass gate also allows for easier handicap accessibility.
- The design fits between the north end of the building and the sidewalk, and matches the existing north section of the building that currently projects out.

PROJECT FEASIBILITY BUDGET

Proposed Project: Courthouse Security Addition

PROJECT DESCRIPTION:

- Subcomponents to be priced:
- 1) Addition of fencing around south lot
 - 2) Replacement and modification to loading ramp with access control gate
 - 3) Addition of approximately 1,500 sf security vestibule

PROJECT CONTACTS:

OPERATING ENTITY: Brown County
 PROJECT SPONSOR: Brown County Sheriff's Department
 PROJECT MANAGER / OWNER'S REP.: Paul Fontecchio
 MASTER ARCHITECT: TBD
 PROJECT ARCHITECT: TBD
 PROJECT GENERAL CONTRACTOR: TBD

PREPARED BY: Facilities

DATE: 8/15/2019

	Remodel	A	B	Footnotes	C	D	E
					Assumption	Unit	Current Estimate
2		100	PERMITS/FEES				
3		101	Zoning Process (including Legal)		Excluded	\$	\$0
4		102	Building Permits	2	See footnote below	\$	\$1,000
5		103	Utility Connection Fees (Water, Sanitary, Storm, Gas, Electric)		Excluded	\$	\$0
6		104	Other		Excluded	\$	\$0
7		199	TOTAL PERMITS/FEES				\$1,000
8							
9		200	CONSTRUCTION				
10		201a	Demolition		Included in construction estimate	\$	\$0
11		201b.1	Construction - New: Shell		Per attached estimate	\$	\$1,459,343
12		201b.2	Construction - New: Build-out		Excluded	\$	\$0
13		201c	Construction - Sitework		Included in construction estimate	\$	\$0
14		201d	Construction - Relocations		Excluded	\$	\$0
15		201e	Phasing Costs (e.g.: Temp. utilities, barriers, shuttles)		Excluded	\$	\$0
16		201f	Special Construction (e.g.: Parking garage, canopies, etc.)		Excluded	\$	\$0
17		201g	Code Upgrades		Excluded	\$	\$0
18		201h	Interim Life safety		Excluded	\$	\$0
19		201i	Infection Control		Excluded	\$	\$0
20		201j	Other -		Excluded	\$	\$0
21		201k	Contingency	1	% of Construction (#201a - #201j)	5.00%	\$72,967
22		210	SUBTOTAL CONSTRUCTION				\$1,532,310
23		221	Temporary Construction Utilities		Excluded	\$	\$0
24		223	Hazardous Materials Removal		Excluded	\$	\$0
25		224	Temporary Construction Signage		Excluded	\$	\$0
26		225	Permanent Interior & Exterior Signage		Excluded	\$	\$0
27		226a	Project Change Order Allowance		Excluded	0.00%	\$0
28		226b	Payment and Performance Bond		Excluded	0.00%	\$0
29		227	Other -		Excluded	\$	\$0
30		299	TOTAL CONSTRUCTION				\$1,532,310
31							
32		400	EQUIPMENT				
33		401	Security Systems		Included in construction estimate	\$	\$0
34		402a	New Major Equipment		Included in construction estimate	\$	\$0
35		402b	Existing Moveable Equipment (include relocation cost)		Excluded	\$	\$0
36		402c	New Minor Equipment		Allowance	\$	\$2,500
37		403	Equipment Planning		Not applicable	\$	\$0
38		404	Furnishings		Allowance	\$	\$5,000
39		405	Artwork		Excluded	\$	\$0
40		406	Telecommunications		Included in construction estimate	\$	\$0
41		407	Information Systems		Excluded	\$	\$0
42		408	Equipment Procurement (Consultants)		Excluded	0.00%	\$0
43		409	Other (Contingency)		% of Equipment (#401 - 408)	5.00%	\$375
44		499	TOTAL EQUIPMENT				\$7,875

PROJECT FEASIBILITY BUDGET

Remodel	A	B	Footnotes	C	D	E
				Assumption	Unit	Current Estimate
45						
46		600 ARCHITECTURE / ENGINEERING / SPECIALTY CONSULTANTS				
47	601a	Programming Fees	Excluded		\$	
48	601b	Architectural Design	% of Construction (#102 & #210)	10.00%		\$153,331
49	601c	Mech/Electrical/Plumbing/Fire Protection Design	Included in Arch. Design (#601b)	0.00%		\$0
50	601d	Structural Design	Included in Arch. Design (#601b)	0.00%		\$0
51	601e	Civil/Site Design	Included in Arch. Design (#601b)	0.00%		\$0
52	602	Architectural Reimbursable Expenses (Printing costs, travel, mileage etc.)	Allowance	10.00%		\$15,333
53	603	Other - Record Drawings	Excluded		\$	\$0
54		SPECIALTY DESIGN				
55	611	Landscape	Included in Arch. Design (#601b)		\$	\$0
56	612	Physicist	Not applicable		\$	\$0
57	613	Acoustical	Not applicable		\$	\$0
58	615	Parking	Excluded		\$	\$0
59	616	Food Service	Excluded		\$	\$0
60	617	Telecommunication	Excluded		\$	\$0
61	618	Information Systems	Excluded		\$	\$0
62	619	Laundry Systems	Excluded		\$	\$0
63	620	Interior Design	Excluded		\$	\$0
64	621	Other	Excluded		\$	\$0
65		OTHER SERVICES				
66	641	Architectural Test Fits / Concept Drawings / Mockups	Excluded		\$	\$0
67	643	Phase 1 Environmental	Allowance		\$	\$1,500
68	644	Phase 2 Environmental	Excluded		\$	\$0
69	645	Abatement	Not applicable		\$	\$0
70	646	Surveys	Allowance		\$	\$1,500
71	648	Soil Testing	Allowance		\$	\$5,000
72	650	Material Testing / Consulting	Allowance		\$	\$10,000
73	651	Other	Excluded		\$	\$0
74	699	TOTAL DESIGN				\$186,664
75						
76		800 ADMINISTRATIVE COSTS				
77	802	Planning	Excluded		\$	\$0
78	805	Project Management	% of Construction (#201a - #201j)	5.00%		\$76,616
79	806	Personnel Impact	Excluded		\$	\$0
80	807	Builder's Risk Insurance	Excluded	0.00%		\$0
81	808	Relocation Costs	Excluded		\$	\$0
82	809	Plan Exam Fees (State / Local)	Included in Arch. Design (#601b)		\$	\$0
83	810	Environmental Services	Excluded		\$	\$0
84	811	Land Purchase	Not applicable		\$	\$0
85	813	Building Purchase	Not applicable		\$	\$0
86	815	Lease Fees / Cost	Not applicable		\$	\$0
87	817	Commissioning	Allowance		\$	\$10,000
88	819	Legal and Accounting	Excluded		\$	\$0
89	825	Deposits	Excluded		\$	\$0
90	826	Other	Excluded		\$	\$0
91	899	TOTAL ADMINISTRATION				\$86,616
92						
93	999	SUBTOTAL BEFORE CONTINGENCY				\$1,814,465
94						
95	1000	OWNER CONTINGENCY	% of Total Project (#999)	5.00%		\$90,723
96						
97		TOTAL PROJECT CAPITAL BUDGET				\$1,905,188
98						
99		Footnotes				
100	1	Excludes contingency for abnormal construction cost increases over and above normal wage and material price increases due to Global / National disasters. (+ 5% on top of total project costs)				
101	2	Based on Green Bay Building Permit Fee Schedule. Building Permit fee for a Group 2 building (\$0.135/SF)				
102						
103						
104						
106						

PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.

DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: August 26, 2019
RE: Summary of Operations

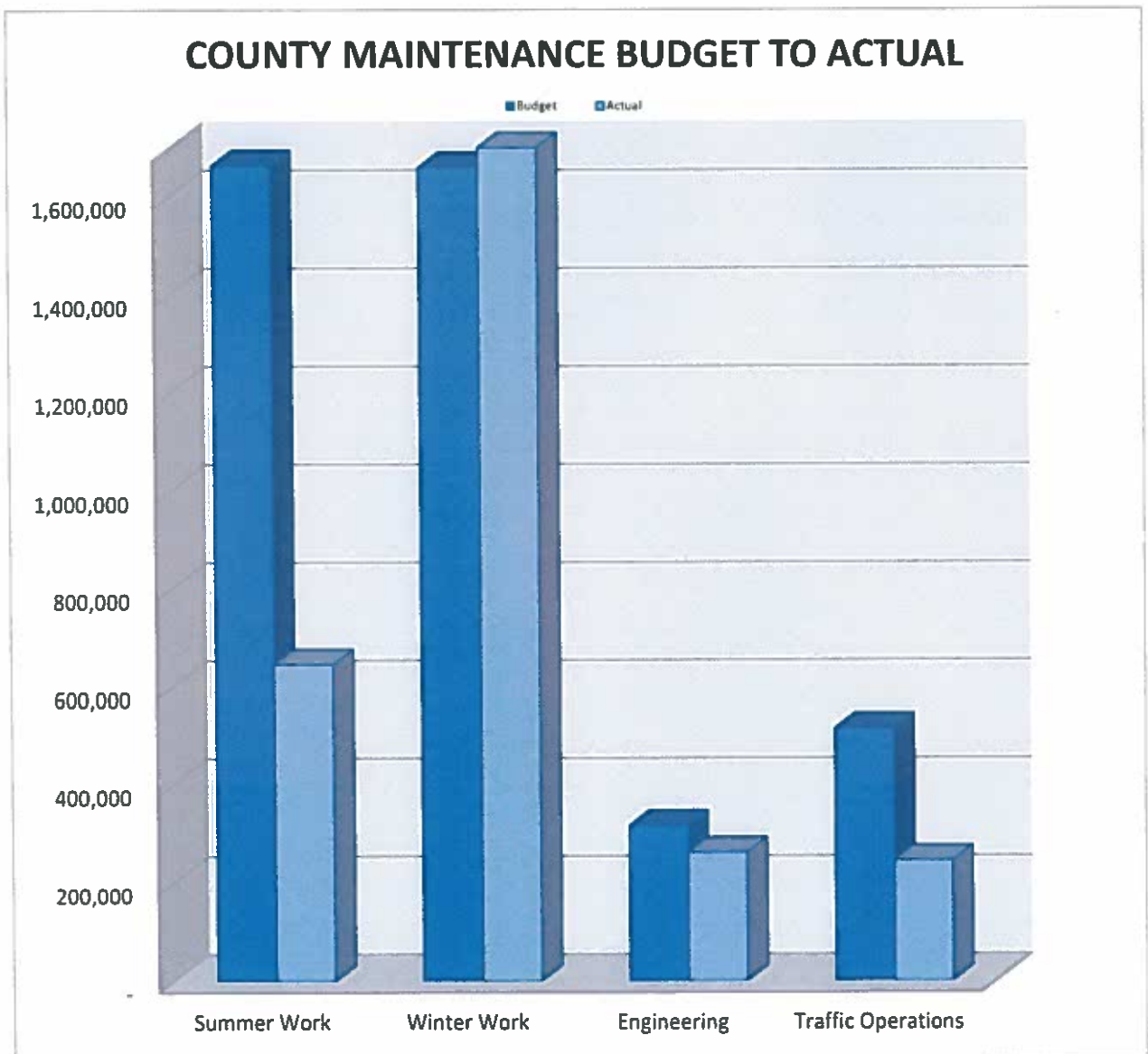
The Public Works Department is performing at a significantly higher than normal budget rate through the month of July. The end of July represents 58.33% of the year. Here is a summary of our operations:

(240) County Maintenance	84.41%
(660) State Maintenance	69.23%
(660) Other Work (Interdepartmental, Municipal, etc.)	94.33%
(400) Capital Projects	26.11%
Facilities	57.41%

Please see the attached charts for more details.

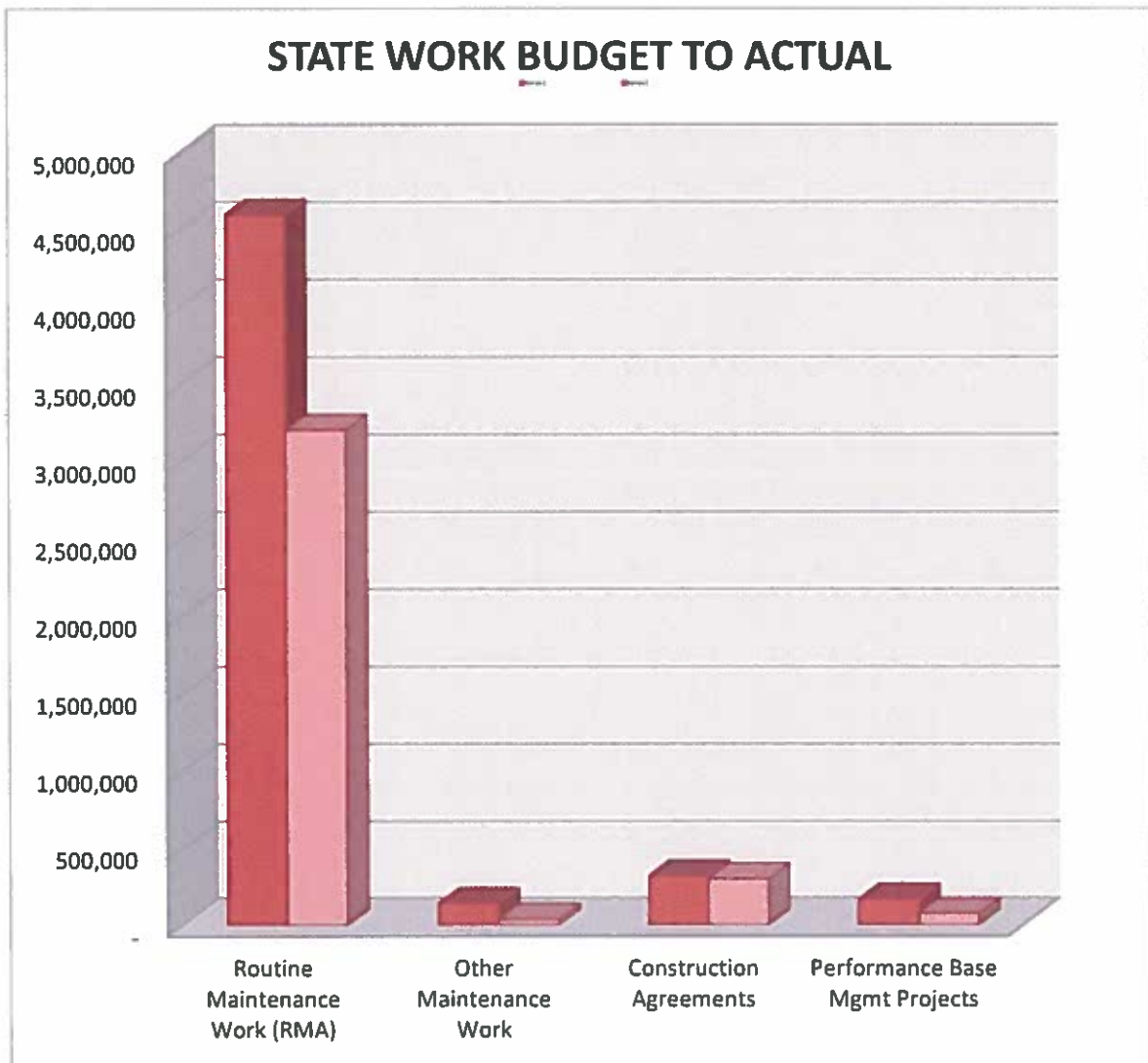
**BROWN COUNTY PUBLIC WORKS
COUNTY MAINTENANCE BUDGET TO ACTUAL-FUND 240
As Of 7/31/19**

	Budget	Actual	Remaining	Percentage Used
Summer Work	1,663,949	646,048	1,017,901	38.83%
Winter Work	1,659,750	2,354,747	(694,997)	141.87%
Engineering	316,225	260,947	55,278	82.52%
Traffic Operations	514,306	244,681	269,625	47.57%
County Incidents	30,000	25,687	4,313	85.62%
Total	4,184,230	3,532,110	652,120	84.41%



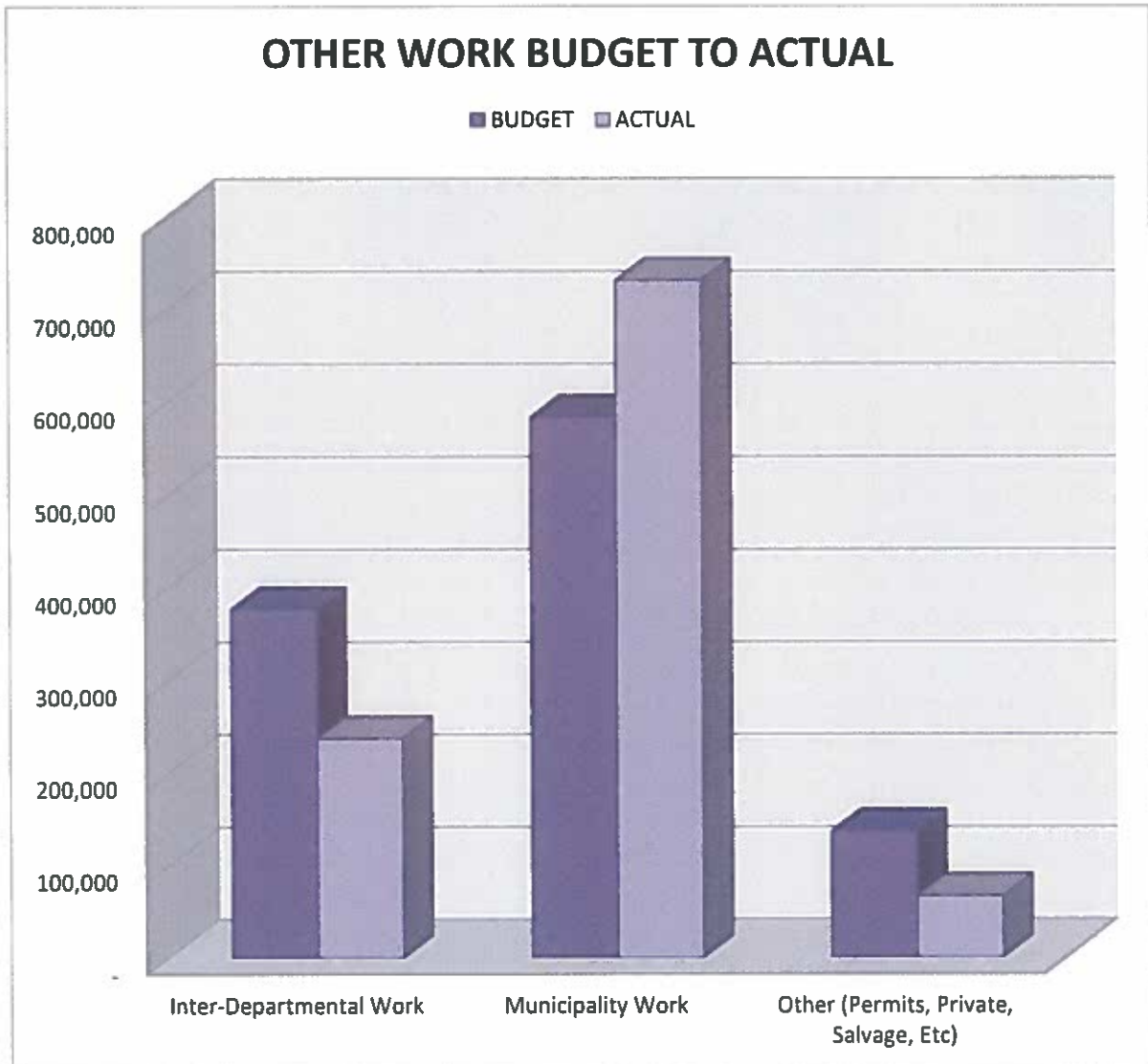
**BROWN COUNTY PUBLIC WORKS-HIGHWAY
STATE WORK BUDGET TO ACTUAL
As Of 7/31/2019**

	Budget	Actual	Remaining	Percentage Used
Routine Maintenance Work (RMA)	4,593,000	3,203,236	1,389,764	69.74%
Other Maintenance Work	141,066	36,419	104,647	25.82%
Construction Agreements	320,889	301,029	19,860	93.81%
Performance Base Mgmt Projects	168,706	75,509	93,197	44.76%
Total	5,223,662	3,616,194	1,607,468	69.23%



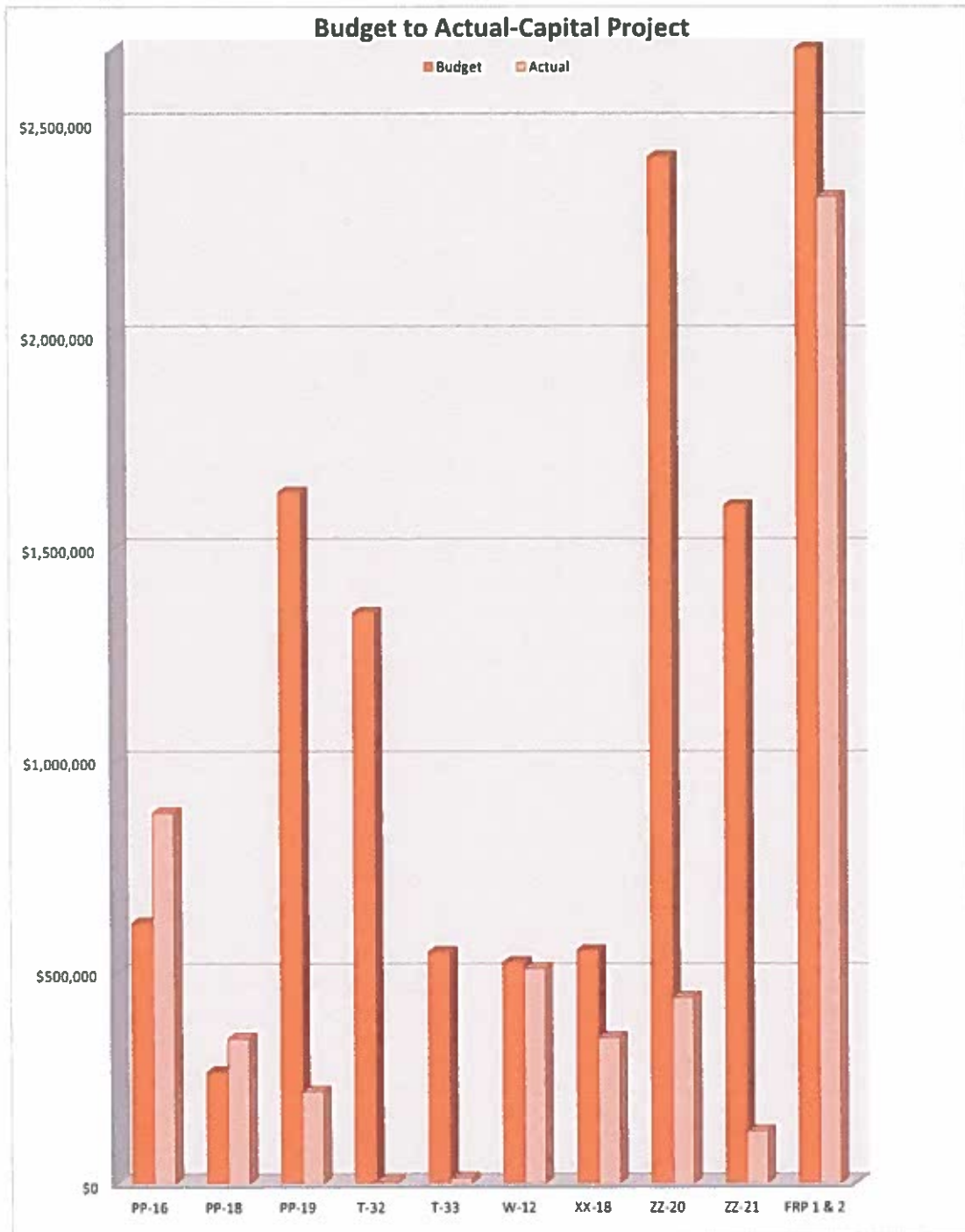
**BROWN COUNTY PUBLIC WORKS-HIGHWAY
OTHER WORK BUDGET TO ACTUAL
As Of 7/31/19**

	Budget	Actual	Remaining	Percentage Used
Inter-Departmental Work	377,466	237,622	139,844	62.95%
Municipality Work	584,300	731,987	(147,687)	125.28%
Other (Permits, Private, Salvage, Etc)	137,285	67,154	70,131	48.92%
Total	1,099,051	1,036,764	62,287	94.33%



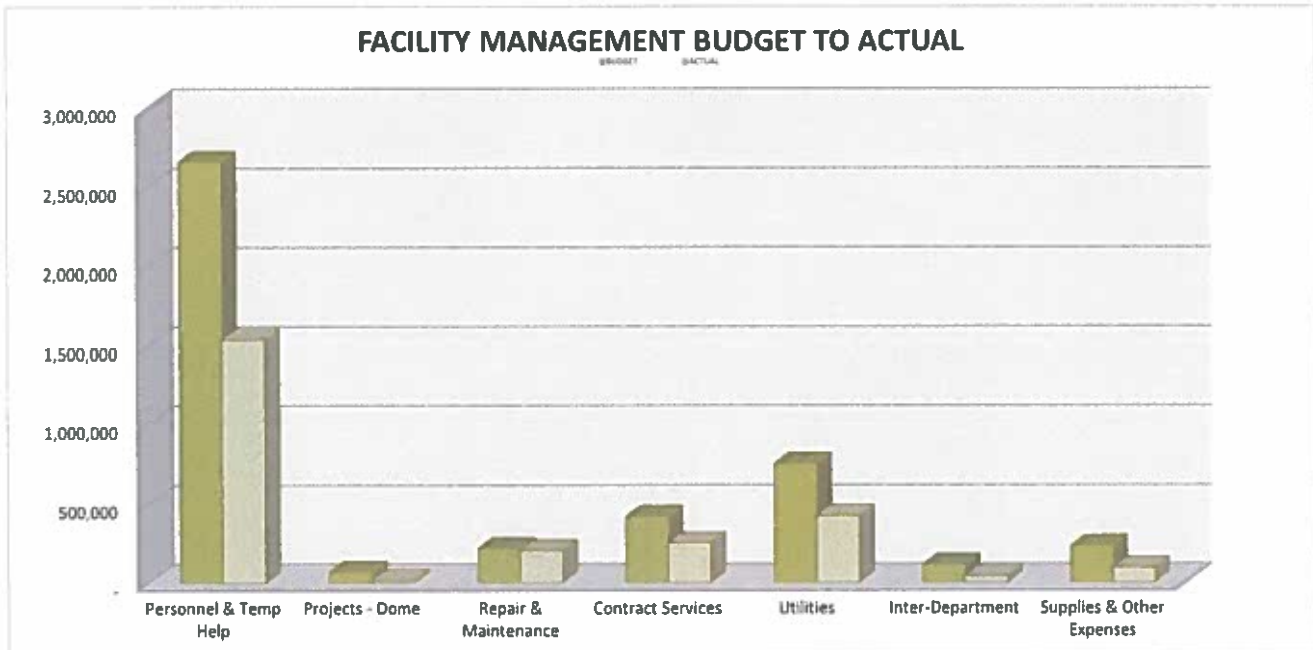
**BROWN COUNTY HIGHWAY DEPARTMENT
CAPITAL PROJECT EXPENSE-BUDGET TO ACTUAL
As Of 7/31/19**

Project	Project Description	% BC Cost	Budget	Actual	Remaining	Percentage
PP-16	School Rd to Shirley Rd	100%	\$618,750	\$876,997	-\$258,247	141.74%
PP-18	Shirley Rd to Lasee Rd	100%	\$267,000	\$346,144	-\$79,144	129.64%
PP-19	Lasee Rd to Viking Lane	100%	\$1,632,000	\$220,351	\$1,411,649	13.50%
T-32	CTH KB to North Ave (V. Denmark)	22%	\$1,348,000	\$4,219	\$1,343,781	0.31%
T-33	North Ave to Town Hall Rd	100%	\$550,000	\$13,244	\$536,756	2.41%
W-12	Man-Cal Rd to Kings Rd	100%	\$525,000	\$510,965	\$14,035	97.33%
XX-18	East River Bridge to Bellevue Street	100%	\$554,000	\$348,939	\$205,061	62.99%
ZZ-20	Partridge Rd to Wrightstown Rd	100%	\$2,420,000	\$442,765	\$1,977,235	18.30%
ZZ-21	CTH ZZ 2019 Slope Repair	100%	\$1,600,000	\$125,106	\$1,474,894	7.82%
FRP 1 & 2	Earthwork & Stormwater Retention Pond	100%	\$10,462,412	\$2,326,340	\$8,136,072	22.24%
Total			\$19,977,162	\$5,215,069	\$14,762,093	26.11%



**BROWN COUNTY PUBLIC WORKS
FACILITY MANAGEMENT BUDGET TO ACTUAL
As Of 7/31/2019**

	Budget	Actual	Remaining	% Used
Personnel & Temp Help	2,659,936	1,536,925	1,123,011	57.78%
Projects - Dome	70,000	13,900	56,100	19.86%
Repair & Maintenance	219,733	206,267	13,466	93.87%
Contract Services	420,392	252,792	167,600	60.13%
Utilities	755,446	425,033	330,413	56.26%
Inter-Department	115,321	39,512	75,809	34.26%
Supplies & Other Expenses	233,121	94,128	138,993	40.38%
Total	4,473,949	2,568,556	1,905,393	57.41%



PUBLIC WORKS DEPARTMENT
Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: August 26, 2019
RE: Director's Report

PROJECTS:

FRP-1 (Fill to BC Farm): Minor trucking from the sewer project hauling to the farm site.

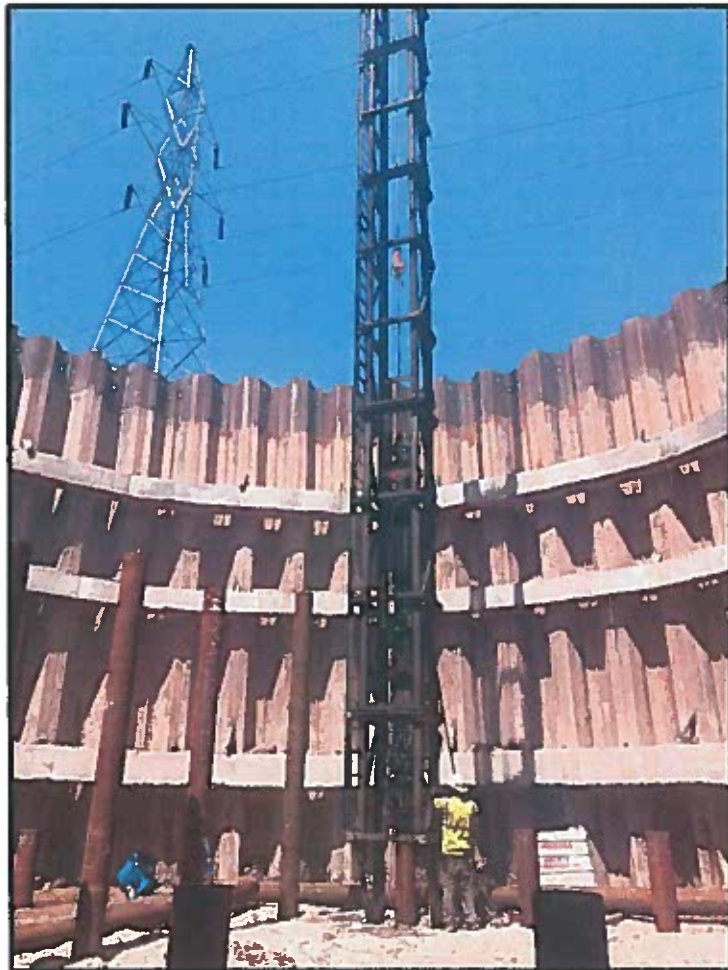
FRP-2 (Storm Sewer & Pond): Pond construction is completed. A walk through with the WisDNR, City of Green Bay, and NEW Water took place on July 26, 2019.



Dorner Inc. continues to work on the lift station location and the storm sewer pipes along Chip and Angie Streets. The piling for the lift station have been installed. Once the lift station floor is poured, then a 60-inch diameter steel carrier pipe can be bored to the west under the railroad tracks, Quincy Street, and the City of Green Bay's 77" x 121" stormwater outfall pipe. The boring will be about 265' long. Overall, the storm sewer work has experienced some delays due to utility conflicts, railroad permitting delays, and the lift station pumps will not be received until mid-October. The updated schedule from Dorner Inc. puts completion of the project near Christmas.

Jail Expansion: Detailed design continues.

Medical Examiner Building: Detailed design continues. Minor changes were made to the parking lot layouts to better accommodate semi-truck deliveries. Brown County Highway staff will perform the earthwork for the site this fall – mostly in October and early November. Next year, Brown County Highway will perform the asphalt paving of the parking lots as well.



CTC Expansion: The Concord Group and Venture Architects have started the design work for the CTC addition.

STH 29 & CTH VV Interchange: Design of the interchange project continues.

CTH PP: CTH PP has been resurfaced from School Road to CTH W. Work will begin on the last section, from CTH W to Viking Lane starting August 26th.

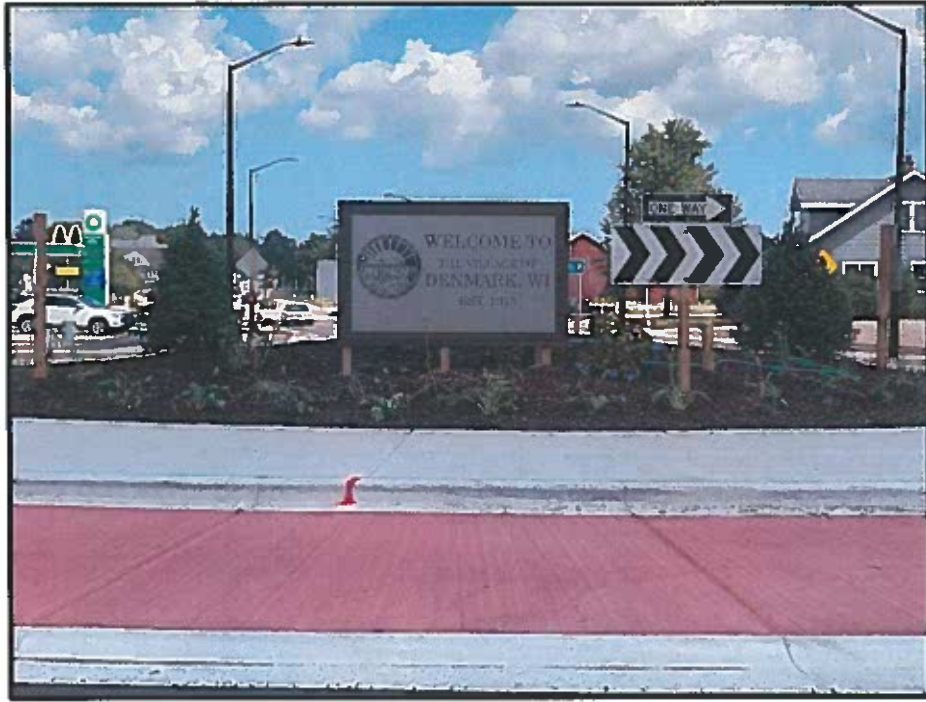
CTH T: This project is scheduled to begin in early September.

CTH B Roundabout: The CTH B roundabout has been paved by Brown County and will be open to traffic before the end of August.

CTH GV: The CTH GV pavement replacement project will be completed by the end of the August.

CTH EA & STH 29: Work continues on CTH EA. The project has an overall completion expected in the end of September.

CTH KB Roundabout: The roundabout was opened to traffic on August 6, 2019.



CTH ZZ: Work continues on CTH ZZ.



CTH D Bridge: Radtke Construction started the bridge replacement project in mid-July. The bridge is scheduled for completion by mid-October.

CTH HS Bridge: Pheifer Brothers started the bridge replacement project in mid-July. The bridge is scheduled for completion in early October.

SANDBAG MACHINE:

On August 5th, the Highway Department sent an email to the Brown County municipalities informing them we had purchased a sand bag filling machine (\$31,250) that can be utilized as needed. It made sense for the Highway Department to have a centrally located machine since we always have a huge sand pile for our asphalt plant and we have over 30,000 sand bags. The machine is capable of filling 1,000 – 1,200 sandbags per hour. This machine will be available to the County municipalities at cost – either \$0.43 per sandbag if the municipality sends staff to operate, or \$0.60 per sandbag if the Highway Department needs to fill the bags. With the area water levels as high as they currently are, this machine enhances the County's overall ability to respond to flooding.



TWELVE-HOUR DAYS:

Highway Division: Highway incurred 1,372.25 hours of overtime in July. Substantially, all overtime was related to roadway construction projects. The amounts in excess of 12 hours per day for July are attached.

Facility Management Division: Facilities incurred 198.75 hours of overtime in July. The overtime was related to longer cleaning shifts to cover vacancies and mechanical repairs. The amounts in excess of 12 hours per day for July are attached.

STAFFING REPORT:

See Attached Table.

Public Works - Highway Division
12-Hour Work Days
7/1/19 - 7/31/19

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
7/1/2019	Corrigan, Chad	FRP-2	13
7/1/2019	Johnson, Jason	FRP-2	12.75
7/1/2019	LeGrave, Steve	FRP-2	12.5
7/1/2019	Mangin, Justin	FRP-2	13
7/1/2019	Maus, Todd	FRP-2, FRP-1	13
7/1/2019	Messerschmidt, Bill	FRP-2	13
7/1/2019	Thompson, Bill	FRP-2	13
7/2/2019	Corrigan, Chad	FRP-2	13
7/2/2019	Johnson, Jason	FRP-2	12.5
7/2/2019	LeGrave, Steve	FRP-2	12.5
7/2/2019	Mangin, Justin	FRP-2	13
7/2/2019	Maus, Todd	FRP-2	12.5
7/2/2019	Messerschmidt, Bill	FRP-2	13
7/2/2019	Thompson, Bill	FRP-2	12.75
7/3/2019	Mangin, Justin	FRP-2	12
7/3/2019	Tilkens, Todd	State Grass Mowing	12
7/8/2019	Gussert, Tim	FRP-2	13
7/8/2019	Johnson, Jason	FRP-2	12.5
7/8/2019	LeGrave, Steve	FRP-2	12.5
7/8/2019	Mangin, Justin	FRP-2	13
7/8/2019	Maus, Todd	FRP-2, ZZ-20	12.75
7/8/2019	Messerschmidt, Bill	FRP-2	13
7/8/2019	Smits, Mike	TWRI-19, PP-16, ZZ-20	14
7/8/2019	Van Rite, Paul	FRP-2	13
7/8/2019	Williams, Tim	FRP-2	12
7/9/2019	Beihoff, Chad	FRP-2	12.5
7/9/2019	Bockelman, Ben	PP-16, PP-18	13
7/9/2019	Gussert, Tim	FRP-2	13.25
7/9/2019	Johnson, Jason	FRP-2	12.75
7/9/2019	LeGrave, Steve	FRP-2	12.75
7/9/2019	Mangin, Justin	FRP-2	12.75
7/9/2019	Maus, Todd	FRP-2	13
7/9/2019	Messerschmidt, Bill	FRP-2	13.25
7/9/2019	Prasnicky, Lexi	PP-16, PP-18	12.25
7/9/2019	Schraufnagel, Dan	PP-16, PP-18, FRP-1, FRP-2	13.5
7/9/2019	Taicher, Kevin	PP-16, PP-18	13
7/9/2019	Van Rite, Paul	FRP-2	12.75
7/9/2019	Williams, Tim	FRP-2	12
7/9/2019	Woelfel, Jon	PP-16, PP-18	12.75
7/10/2019	Allen, Chris	Grass Cutting - Town of Holland	16
7/10/2019	Gussert, Tim	FRP-2	13
7/10/2019	LeGrave, Steve	FRP-2	12.5

12-Hour Report

7/1 - 7/31/19

Page 2

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
7/10/2019	Mangin, Justin	FRP-2	13
7/10/2019	Maus, Todd	FRP-2	13.25
7/10/2019	Messerschmidt, Bill	FRP-2	13
7/10/2019	Van Rite, Paul	FRP-2	12
7/10/2019	Williams, Tim	FRP-2	12
7/11/2019	Ferry, Jim	Mechanic Shop, Fuel Equipment in the Field	14
7/11/2019	Gussert, Tim	FRP-2	13.25
7/11/2019	Johnson, Jason	FRP-2	12.75
7/11/2019	LeGrave, Steve	FRP-2	12.5
7/11/2019	Mangin, Justin	FRP-2	13
7/11/2019	Maus, Todd	FRP-2, ZZ-20	14
7/11/2019	Messerschmidt, Bill	FRP-2	13.25
7/11/2019	Van Rite, Paul	FRP-2	13
7/11/2019	Williams, Tim	FRP-2	12
7/12/2019	VandenBush, Ken	Electrician, Signal Knockdown	12.25
7/15/2019	Gussert, Tim	FRP-2	13.5
7/15/2019	Johnson, Jason	FRP-2	12.75
7/15/2019	LeGrave, Steve	FRP-2	13.75
7/15/2019	Mangin, Justin	FRP-2	12.5
7/15/2019	Maus, Todd	FRP-2	13.5
7/15/2019	Messerschmidt, Bill	FRP-2	12.75
7/15/2019	VanRite, Paul	FRP-2	12.5
7/15/2019	Williams, Tim	FRP-2	12
7/15/2019	Zelten, Brian	FRP-2	12.75
7/16/2019	Gussert, Tim	FRP-2	13.5
7/16/2019	Johnson, Jason	FRP-2	12
7/16/2019	LeGrave, Steve	FRP-2	12.75
7/16/2019	Mangin, Justin	FRP-2	13.75
7/16/2019	Maus, Todd	FRP-2	13.25
7/16/2019	Williams, Tim	FRP-2	12
7/16/2019	Zelten, Brian	ZZ-20, FRP-2	12.25
7/17/2019	Gussert, Tim	FRP-2	13.75
7/17/2019	Hennes, Pat	Signing, State Blow-outs	12.75
7/17/2019	Johnson, Jason	FRP-2	12
7/17/2019	Ledvina, Jason	Paint striping, State Blow-outs	13.75
7/17/2019	LeGrave, Steve	FRP-2	12.25
7/17/2019	Mangin, Justin	FRP-2	13.75
7/17/2019	Maus, Todd	FRP-1, FRP-2	14
7/17/2019	Peot, Tracy	Grass Cutting, ERC call-in	12
7/17/2019	Scraufnagel, Dan	Sweepers, State Blow-outs	12.25
7/17/2019	Sequin, Scott	Move Equipment, KB-9/FRP-2/ZZ-20	13
7/17/2019	Stein, Kelly	State Repairs & Blow-outs	12.5
7/17/2019	Umentum, Matt	State Repairs & Blow-outs	13
7/17/2019	Williams, Tim	FRP-2	12

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12-Hour Report

7/1 - 7/31/19

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DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
7/17/2019	Zalewski, Jared	Paint striping, State Blow-outs	12.25
7/17/2019	Zellner, Aaron	State Repairs & Blow-outs	12.5
7/18/2019	Bockelman, Ben	KB-9	13.5
7/18/2019	Dallas, Chris	KB-9	13.5
7/18/2019	Doucha, Dean	KB-9	12.5
7/18/2019	Drewiske, Doug	KB-9	12
7/18/2019	Ferry, Jim	Mechanic Shop, Fuel Equipment in the Field	12.75
7/18/2019	Gussert, Tim	FRP-2	12.25
7/18/2019	Jacobs, Adam	KB-9	13.75
7/18/2019	Johnson, Jason	FRP-2	12.25
7/18/2019	Kapinos, Vince	KB-9	13.5
7/18/2019	Kostreva, Jim	KB-9	13.5
7/18/2019	Liebergen, Dale	KB-9	12
7/18/2019	Liebergen, Dale	KB-9	12.75
7/18/2019	Mangin, Justin	FRP-2	12.25
7/18/2019	Maus, Todd	ZZ-20	12.5
7/18/2019	Prasnicky, Lexi	KB-9	13.75
7/18/2019	Reedy, Jason	KB-9	12
7/18/2019	Sequin, Scott	ZZ-20; FRP-1	12.5
7/18/2019	Smyser, John	PP-16, KB-9, ZZ-20	12
7/18/2019	Sperberg, Mark	KB-9	12.75
7/18/2019	Thompson, Nick	KB-9	13.5
7/18/2019	Welsing, Jay	KB-9	12
7/18/2019	Wessley, Brad	KB-9	12.75
7/18/2019	Woelfel, Jon	KB-9	13
7/18/2019	Zelten, Brian	KB-9	13
7/19/2019	Ledvina, Jason	Packer 5K Run, Signing: ZZ-20; KB-9 and State	12.25
7/19/2019	Sequin, Scott	ZZ-20; FRP-1	12.75
7/19/2019	Zelten, Brian	KB-9, ZZ-20, ERC call-in	12
7/20/2019	Collins, Robbie	Brush Clearing; storm clean-up	14.5
7/20/2019	Hennes, Pat	Packer 5K Run, Signing: ZZ-20 and State	14.25
7/20/2019	Ledvina, Jason	Storm damage - ERC call-ins	15.5
7/20/2019	Sequin, Scott	Packer 5K Run, Signing: ZZ-20 and State	15.5
7/22/2019	Buhr, Mike	Mechanic Shop	12
7/22/2019	Burney, Tim	Mastic - State overnight job	14
7/22/2019	Charles, Brad	Mastic - State overnight job	14
7/22/2019	Dickerson, Ben	Mastic - State overnight job	14
7/22/2019	Gussert, Tim	ZZ-20	12
7/22/2019	Ledvina, Jason	Paint striping	12.5
7/22/2019	LeGrave, Steve	ZZ-20	12.25
7/22/2019	Mangin, Justin	ZZ-20	12
7/22/2019	Maus, Todd	Storm Damage; ZZ-20	12.5
7/22/2019	Mineau, Zach	Mastic - State overnight job	12.25
7/22/2019	Rentmeester, Dan	Sweepers, State Blow-outs	15

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12-Hour Report

7/1 - 7/31/19

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DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
7/22/2019	Van Rite, Paul	ZZ-20	12
7/22/2019	Vieth, Ryan	Mastic - State overnight job	14
7/23/2019	Burney, Tim	Mastic - State overnight job	14
7/23/2019	Charles, Brad	Mastic - State overnight job	14.25
7/23/2019	Dickerson, Ben	Mastic - State overnight job	14
7/23/2019	Ledvina, Jason	Paint striping	12.5
7/23/2019	Mineau, Zach	Mastic - State overnight job	14
7/23/2019	Vieth, Ryan	Mastic - State overnight job	14
7/23/2019	Williams, Tim	ZZ-20; FRP-2	12.75
7/23/2019	Zalewski, Jared	State Repairs & Blow-outs	12
7/24/2019	Beihoff, Chad	ZZ-20 Engineering	12.25
7/24/2019	Maus, Todd	ZZ-20	13.5
7/25/2019	Beihoff, Chad	ZZ-20; PP-19 Engineering	12
7/25/2019	Curl, Todd	Mechanic Shop	14
7/25/2019	Maus, Todd	ZZ-20	13.5
7/29/2019	Bouche, Macaine	PBM-15	12.25
7/29/2019	Byrne, Nate	PBM-15	12
7/29/2019	Engelmann, Curt	ZZ-20	12.25
7/29/2019	Loritz, Nancy	HOL-23; KB-9; ZZ-20	12.25
7/29/2019	Maus, Todd	ZZ-20	13
7/29/2019	McEwen, Bryan	PBM-15	12.25
7/29/2019	Mineau, Zach	PBM-15	12
7/29/2019	Schmechel, Brett	PBM-15	12
7/29/2019	Schraufnagel, Dan	KB-9; THOL-23; ZZ-20; Sweep Cty Roads	12.25
7/29/2019	Skaletski, Todd	PBM-15	12.5
7/29/2019	Vieth, Ryan	PBM-15	12
7/29/2019	Vlies, Kevin	PBM-15	12.25
7/30/2019	Bogucki, Bill	PP-19	13
7/30/2019	Drewiske, Doug	PP-19	12.25
7/30/2019	Engelmann, Curt	PP-19	12.25
7/30/2019	Goral, Nick	Asphalt Plant, PP-19	13
7/30/2019	Ignatowski, Paul	State Roamer, PP-19	12.5
7/30/2019	LeGrave, Steve	ZZ-20	12
7/30/2019	Liebergen, Dale	PP-19	12.5
7/30/2019	Loritz, Nancy	THOL-23; Sand to Asphalt Plant; PP-19	12.75
7/30/2019	Margitan, Jim	PP-19	12.25
7/30/2019	Maus, Todd	ZZ-20	13
7/30/2019	Prasnicky, Lexi	PP-19	12.75
7/30/2019	Rentmeester, Dan	PP-19	12
7/30/2019	Schraufnagel, Dan	THOL-23; ZZ-20; Sweep Cty Roads	12
7/30/2019	Sequin, Scott	PP-19	12.5
7/30/2019	Smits, Mike	ZZ-20	12
7/30/2019	Sperberg, Mark	PP-19	12.25
7/30/2019	Swanson, Caroline	PP-19	12.75

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12-Hour Report

7/1 - 7/31/19

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DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
7/30/2019	Sweemer, Steve	Mechanic Shop, ERC Call-in	12
7/31/2019	DuBois, Phil	Signing, PBM-14, PP-19, ERC call in	12
7/31/2019	Gussert, Tim	ZZ-20	12.25
7/31/2019	LeGrave, Steve	ZZ-20	12
7/31/2019	Loritz, Nancy	PP-19, ZZ-20	12
7/31/2019	Mangin, Justin	ZZ-20	12.5
7/31/2019	Maus, Todd	ZZ-20	14
7/31/2019	Messerschmidt, Bill	ZZ-20	12.5
7/31/2019	Rentmeester, Dan	PP-19, ZZ-20	12
7/31/2019	Sausen, Jim	ZZ-20	12
7/31/2019	Schraufnagel, Dan	PP-19, ZZ-20, Sweep Cty Roads	12
7/31/2019	Sperberg, Mark	PP-19, ZZ-20	12

**PUBLIC WORKS
FACILITY MANAGEMENT DIVISION
12-HOUR WORK DAYS
7/1/19 thru 7/31/19**

DATE	EMPLOYEE	OPERATION PERFORMED	# HOURS WORKED
7/1/19	Lucas Leahy	Regular shift, plus coverage for new employee training	13.5
7/22/19	Lucas Leahy	Regular shift, plus coverage for employee on disability leave	15.5
7/27/19	Liz Schroeder	Regular shift, plus coverage for employee on disability leave	12.0

BROWN COUNTY PUBLIC WORKS
STAFFING SUMMARY
 As of 7/31/2019

HIGHWAY DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Senior Civil Engineer	5/11/18	Resigned	Fill: Open	In Process	N/A
Mechanic	1/27/19	Transfer	Fill: Open	In Process	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	10.75	10.75
Electrician	1.0	1.0
Engineering	7.0	6.0
Mechanics / Shop	12.0	11.0
Highway Crew	72.0	72.0
Sign Crew	2.0	2.0
Summer	4.12	4.12
LTE	2.0	0.5
TOTAL	110.87	107.37

FACILITY MANAGEMENT DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Housekeeper	5/10/19	Discharged	Fill: Open	In Process	N/A
Housekeeper	6/28/19	Resigned / Transfer	Fill	7/16/19	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	5.25	5.25
Facility Technicians	1.0	1.0
Facility Mechanics	7.0	7.0
Facility Workers	9.0	9.0
Housekeeping	20.0	19.0
Electrician	1.0	1.0
Summer Help	0.46	0.23
TOTAL	43.71	42.48